

BOARD OF SELECTMEN

December 4, 2018

Needham Town Hall

Revised Agenda

Note: Agenda subject to revision, start times are approximate and agenda items may be discussed at earlier or later times.

	6:45	<p>Informal Meeting with Citizens</p> <p><i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i></p>
1.	7:00	<p>Public Hearing GOL- Eversource Energy Bradford Street</p> <ul style="list-style-type: none"> Maureen Carroll, Eversource Energy
2.	7:00	<p>Public Hearing Tax Classification</p> <ul style="list-style-type: none"> Board of Assessors Chip Davis, Director of Assessing
3.	7:30	<p>Town Manager</p> <ul style="list-style-type: none"> Preliminary FY2020-FY2024 Capital Improvement Plan
4.	7:40	<p>Board Discussion</p> <ul style="list-style-type: none"> Committee Reports
5.	7:45	<p>Executive Session: Exception 3- Potential Litigation and Exception 6- Purchase, Exchange, Lease or Value of Real Property</p>

CONSENT AGENDA *=Backup attached

1.	<p>Approve for calendar year 2019 requests for license renewals of Restaurant – All Alcoholic Licenses for each of the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant Zucchini Gold, LLC d/b/a The Rice Barn Bertucci's Restaurants, LLC d/b/a Bertucci's Henry Hospitality Inc. d/b/a The James Mount Blue Two, LLC d/b/a Blue on Highland New Garden, Inc. d/b/a New Garden Restaurant TDRG Needham, Inc. d/b/a Cook Needham Fusion Cuisine, Inc. d/b/a Gari Sol Soul Family Foods, LLC d/b/a Hearth Pizzeria SAI Restaurants, Inc. d/b/a Masala Art Fu Yuan, Inc. d/b/a Fuji Steak House Low and Zhang Co. d/b/a Mandarin Cuisine Locus Rockets Restaurant Group, LLC d/b/a 3 Squares Eat Farmhouse LLC d/b/a The Farmhouse
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	<ul style="list-style-type: none"> • Needham Food and Beverage LLC d/b/a The Heights • Capella LLC d/b/a Cappella • Spiga, LLC d/b/a Spiga
2.	<p>Approve for calendar year 2019 request for license renewal of Restaurant – Wine and Malt Beverage License for the following establishment (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • French Press LLC d/b/a French Press Bakery & Café
3.	<p>Approve for calendar year 2019 requests for license renewals of Package Stores- All Alcoholic Beverages for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Innovative Distributing Concepts, LLC d/b/a Bin Ends • Lianos Liquors, LLC d/b/a Needham Center Wine & Spirits • Needham Wine & Spirits, LLC d/b/a Needham Wine & Spirits • Reveler Beverage Company, LLC d/b/a Reveler Beverage • vinodivino 3, LLC d/b/a vinodivino
4.	<p>Approve for calendar year 2019 requests for license renewals of Package Stores- Wine and Malt Beverages for the following establishment:</p> <ul style="list-style-type: none"> • Volante Farms
5.	<p>Approve for calendar year 2019 request for Innholder – All Alcoholic License Renewal for the following establishments:</p> <ul style="list-style-type: none"> • Needham 365 Bev, LLC. d/b/a Residence Inn • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel
6.	<p>Approve for calendar year 2019 requests for license renewals of Club – All Alcoholic Beverage Licenses for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • The Needham Golf Club • Village Club Building Assoc. Inc. • Lt. Manson Carter Post #2498 V.F.W. of U.S.
7.	<p>Approve for calendar year 2019 requests for license renewals of Common Victualler Licenses for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Cerritos, Inc. d/b/a Acapulco's Mexican Family Restaurant • Acorns Bakery & Café, Inc. • Bagels' Best, Inc. d/b/a Bagels' Best Café • Bertucci's Restaurants, LLC d/b/a Bertucci's • Beth Israel Deaconess – Glover Café • Mount Blue Two, LLC d/b/a Blue on Highland • C & D Management, Inc. d/b/a Brothers Pizza & Restaurant • Café Fresh Bagel • Capella LLC d/b/a Cappella • North Hill Needham, Inc. d/b/a Central Avenue Café • 1095, LLC d/b/a Comella's Restaurant • TDRG Needham, Inc. d/b/a Cook Needham • Your Other Oven, Inc. d/b/a Domino's Pizza • New Hong Kong IV, Inc. d/b/a Dragon Chef Restaurant • Chestnut Street Donuts d/b/a Dunkin Donuts • Fred's Coffee Shop d/b/a Dunkin Donuts

	<ul style="list-style-type: none"> • Highland Avenue Donuts, Inc. d/b/a Dunkin Donuts • Eat Farmhouse, LLC d/b/a The Farmhouse • French Press LLC d/b/a French Press Bakery & Café • Select Group, Inc. d/b/a Fresco Restaurant • Fu Yuan, Inc. d/b/a Fuji Steak House • Fusion Cuisine d/b/a Gari • Needham Food and Beverage LLC d/b/a The Heights • Henry Hospitality Inc. d/b/a The James • Three Sons, Inc. d/b/a Kosta's Pizza & Seafood • Low and Zhang Co. d/b/a Mandarin Cuisine Locus • SAI Restaurants, Inc. d/b/a Masala Art • McDonald's Restaurant – Needham • D & L Enterprises, Inc. d/b/a Mighty Subs • The Needham Golf Club, Inc. • International Needham House of Pizza d/b/a Needham House of Pizza • A New Leaf • New Garden Inc. d/b/a New Garden Restaurant • Select Pizza d/b/a Nicholas' Pizza • PAN LLC. d/b/a Panella's Market & Deli • Boston Bread LLC d/b/a Panera • LVP RI Needham Holding Corp. d/b/a Residence Inn • Zucchini Gold, LLC d/b/a The Rice Barn • Rockets Restaurant Group, LLC d/b/a 3 Squares • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel • Spiga, LLC • Stacy's Juice Bar, LLC d/b/a Stacy's Juice Bar • Starbucks Coffee Company • Sol Soul Family Foods LLC d/b/a Hearth Pizzeria • Subway of Needham LLC d/b/a Subway • Yeat Inc. d/b/a Sweet Basil • H & B Pizza, Inc. d/b/a Sweet Tomatoes Pizza • Niki Corp. d/b/a Town House of Pizza • Treat LLC d/b/a Treat Cupcake Bar • Lt. Manson Carter Post 2498 V.F.W. of U.S. • Village Club Building Assoc. Inc. • Volante Farms • The Simpson Corp. d/b/a Cutler Lake Café
8.	<p>Approve for calendar year 2019 requests for various license renewals as detailed below for the following establishments (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • LVP RI Needham Holding Corp. d/b/a Residence Inn - Innkeeper • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel – Innkeeper • Olin College – Lodging License • Babson College – Lodging License • 7-Eleven – Special Permit (24 hr. retail sale of food) • Yeat Inc. d/b/a Sweet Basil – Special Permit (Carry In Beer/Wine)

	<ul style="list-style-type: none"> • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel – Sunday Entertainment • Needham Cabot Concessions, LLC d/b/a Sheraton Needham Hotel – Weekday Entertainment • Rockets Restaurant Group, LLC d/b/a 3 Squares – Weekday Entertainment • SAI Restaurants, Inc. d/b/a Masala Art – Weekday Entertainment • SAI Restaurants, Inc. d/b/a Masala Art- Sunday Entertainment • Mount Blue Two, LLC d/b/a Blue on Highland – Weekday Entertainment • Mount Blue Two, LLC d/b/a Blue on Highland – Sunday Entertainment • New Garden Inc. d/b/a New Garden- Weekday Entertainment • Zucchini Gold, LLC d/b/a The Rice Barn- Weekday Entertainment • Sol Soul Family Foods LLC. d/b/a Hearth Pizzeria- Weekday Entertainment • Sol Soul Family Foods LLC. d/b/a Hearth Pizzeria- Sunday Entertainment • Henry Hospitality Inc. d/b/a The James- Weekday Entertainment • Henry Hospitality Inc. d/b/a The James- Sunday Entertainment • LVP RI Needham Holding Corp. d/b/a Residence Inn- Weekday Entertainment
9.	<p>Approve for calendar year 2019 the following requests for Class I & Class II Used Car Dealer Licenses (subject to receipt of required completed paperwork):</p> <ul style="list-style-type: none"> • Auto International Ltd.- Class II • Beth L Auto Sales – Class II • Center Automotive – Class II • Chestnut Motors - Class II • Copley Motorcars – Class II • Needham Service Center – Class II • R&R Automotive – Class II • Muzi Chevrolet – Class I • Muzi Motors, Inc. – Class I
10.*	Water & Sewer Abatement Order #1265
11.*	Approve the flyer for insertion with the Property Tax bill.
12.*	Approve a Special One Day All Alcoholic Beverages license request from Artie Crocker of New Year's Needham to hold its New Year's Needham Countdown party on December 31, 2018 from 9:15 p.m. to 12:15 a.m. (January 1, 2019) in Powers Hall at Needham Town Hall.
13.*	Approve and authorize the Chair to sign the employment agreement between the Town and Chief of Police John Schlittler.



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 12/04/2018

Agenda Item	Public Hearing: Eversource Energy Grant of Location – Bradford Street
Presenter(s)	Maureen Carroll, Eversource Energy Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>Eversource Energy requests permission to install approximately 12 feet of conduit in Bradford Street. This work is necessary to provide new underground electric service at 13 Bradford Street, Needham.</p> <p>The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
<p><u>Suggested Motion:</u></p> <p>Move that the Board of Selectmen approve and sign a petition from Eversource Energy to install approximately 12 feet of conduit in Bradford Street. This work is necessary to provide new underground electric service at 13 Bradford Street, Needham.</p>	
3.	BACK UP INFORMATION ATTACHED
<p>(Describe backup below)</p> <ul style="list-style-type: none">a. Grant of Location Petition Review Sheet from DPWb. Letter of Applicationc. Petitiond. Ordere. Petition Planf. Notice Sent to Abuttersg. List of Abutters	

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

P.O. Box 920364 NEEDHAM, Ma. 02492 Telephone: (781) 455-7550
www.needhamma.gov/dpw

RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2018 NOV 26 P 2:11

TO: Nikki Witham, Selectmen Office

FROM: Judy Laffey, DPW Office

DATE: Nov. 23, 2018

RE: 13 Bradford St - WO 2294200

For Selectmen Meeting of Dec. 4, 2018

Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: 11-19-18

REVIEWER: Rawan.

SITE LOCATION: #13 BRADFORD ST.

UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

☒ A Sidewalk/Grass Strip Crossing Only

Peer Review ML 11/23/18

B Work Within Paved Road Perpendicular Crossing

Peer Review _____

C Work Within a Plaza Area/Landscaped Island/Parallel Along Roadway

Peer Review _____ Div. Head Review _____

D Other

Peer Review _____ Div. Head Review _____

☒ Petition Plan Consistent with Field Review

☐ Old Pole Removed N/A

☒ Diameter of Conduit 3 in.

☐ Cables Transferred to New Pole N/A

☒ Depth of Conduit 2 1/2 Ft.

☒ New Riser on Pole NO

☒ Utility Conflicts

☐ Visible Trench Patch across Road/Sidewalk NO

☐ Crossing Perpendicular to Road N/A

☐ Abutters List Complete

☒ Public Road

☒ Photos Included

☐ Double Pole NO

Department Head

OK Richard P. Mersen

COMMENTS:

November 14, 2018

Board of Selectmen
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: 13 Bradford Street
Needham, MA
W/O #2294200

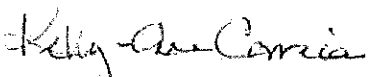
Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 12 feet of conduit in Bradford Street.

The reason for this work is to provide new underground electric service to 13 Bradford Street.

If you have any further questions, contact Maureen Carroll at (781) 314-5053. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,



Kelly-Ann Correia, Supervisor
Rights and Permits

KAC/kj
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS AND MANHOLES**

To the **Board of Selectmen** of the Town of **NEEDHAM** Massachusetts:

Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated November 14, 2018** and filed herewith, under the following public way or ways of said Town:

**Bradford Street - Westerly from pole #112/2, approximately
110 feet south of Great Plain Avenue, a
distance of 12± feet of conduit.**

(W.O. #2294200)

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

By: Kelly-Ann Correia
Kelly-Ann Correia, Supervisor
Rights & Permits

Dated this 14th day of November

Town of **NEEDHAM** Massachusetts

Received and filed _____ 2018

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

**Bradford Street - Westerly from pole #112/2, approximately
110 feet south of Great Plain Avenue, a
distance of 12± feet of conduit.**

(W.O. #2294200)

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **A. Debenedictis, Dated November 14, 2018**, on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1 2 3 4 5	<hr/> <hr/> <hr/> <hr/> <hr/>	Board of Selectmen the Town of NEEDHAM
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CERTIFICATE

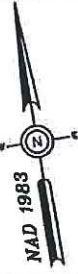
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2018 at _____ in said Town.

1 2 3 4 5	<hr/> <hr/> <hr/> <hr/> <hr/>	Board of Selectmen the Town of NEEDHAM
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CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **NEEDHAM**, Masssachusetts, duly adopted on the _____ day of _____, 2018 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

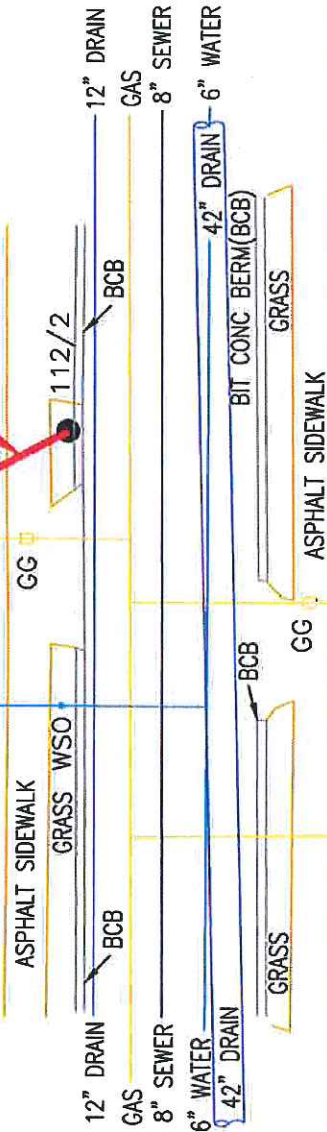
Attest: _____
Clerk of the Town of **NEEDHAM**, Massachusetts



INSTALL 1 - 3" PVC PIPES
SCHEDULE 40
NO CONCRETE

APPROX. PT.
OF PICKUP
SITE UNDER CONSTRUCTION
#13

APPROX. 110' TO
GREAT PLAIN AVE
APPROX. R.O.W.



BRADFORD ST

APPROX. R.O.W.

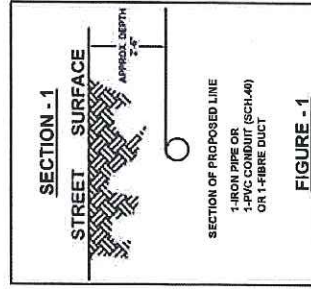


FIGURE - 1

BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC NOR ITS EMPLOYEES OR AGENTS SHALL BE LIABLE FOR ANY DAMAGES, INCLUDING CONSEQUENTIAL DAMAGES, ARISING OUT OF OR FROM THE USE OF THIS INFORMATION, OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY. IT MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

C# 161-18

Ward #

Work Order # 2294200

Surveyed by: PG/BP

Research by: PG

Plotted by: PG

Proposed Structures: TL

Approved: A DEBENEDICTIS

P#

NSTAR EVERSOURCE
Electric
1105 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of BRADFORD STREET

NEEDHAM

Showing PROPOSED CONDUIT LOCATION

Scale 1"=20'

Date NOVEMBER 14, 2018

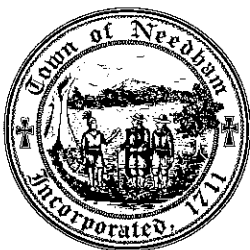
SHEET 1 of 1



SCALE IN FEET

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233



NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on December 4, 2018** upon petition of Eversource Energy dated **November 14, 2018** to install about 12 feet of conduit in Bradford Street. The work is necessary to provide underground electric service to 13 Bradford Street, Needham.

A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Eversource Energy representative, Maureen Carroll, at 781-314-5053.

Daniel P. Matthews
John A. Bulian
Maurice P. Handel
Matthew D. Borrelli
Marianne B. Cooley

BOARD OF SELECTMEN

Dated: November 23, 2018

13 BRADFORD STREET

OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP	PARCEL ID	PROPERTY ADDRESS
FINN, BRIAN &	FINN, AMY	758 GREAT PLAIN AVE	NEEDHAM	MA	02492	1990390004000000	758 GREAT PLAIN AVE
OKEEFE, GERALD F. &	OKEEFE, WENDY G.	18 BRADFORD ST	NEEDHAM	MA	02492	1990390003300000	18 BRADFORD ST
SCARCELLA, ANGELO S. &	SCARCELLA, CARYN E.	12 BRADFORD ST	NEEDHAM	MA	02492	1990390003500000	12 BRADFORD ST
LANE, ROGER A. +	LANE, NANCY RYLAND	14 BRADFORD ST	NEEDHAM	MA	02492	1990390003400000	14 BRADFORD ST
FARBMAN, DAVID A. &	FARBMAN, KAREN S	750 GREAT PLAIN AVE	NEEDHAM	MA	02492	1990390003800000	750 GREAT PLAIN AVE
HOGAN, SUSAN R. +	HOGAN, WILLIAM T., III	738 GREAT PLAIN AVE	NEEDHAM	MA	02492	1990390003700000	738 GREAT PLAIN AVE
MALYSHEV, OLEG +	MALYSHEV, ALLA	766 GREAT PLAIN AVE	NEEDHAM	MA	02492	1990390006000000	766 GREAT PLAIN AVE
ROBINS, ALAN S. &	ROBINS, JENNIFER C.	25 BRADFORD ST	NEEDHAM	MA	02492	1990390004200000	25 BRADFORD ST
ROBERTS, NOEL W JR., TRUSTEE	ROBERTS, DIANE C. TRUSTEE	13 BRADFORD ST	NEEDHAM	MA	02492	1990390003900000	13 BRADFORD ST
ROONEY, ROBERT R. &	ROONEY, TRACEY M.	24 BRADFORD ST	NEEDHAM	MA	02492	1990390003200000	24 BRADFORD ST
FERNANDEZ, ROBERT &	FERNANDEZ, LORENE WHYTE	19 BRADFORD ST	NEEDHAM	MA	02492	1990390004100000	19 BRADFORD ST

Certified as list of parties in interest under Mass. General Laws and Needham Zoning By-Law, to the Best of our knowledge
for the Needham Board of Assessors.....




**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 12/04/2018

Agenda Item	Public Hearing Tax Classification
Presenter(s)	Board of Assessors Chip Davis, Director of Assessing

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>The Board will conduct a public hearing regarding the allocation of the fiscal year 2019 tax levy among the various classes of property in Town. Mr. Davis and the Board of Assessors will make a presentation about the certified valuation of property, and the public will have an opportunity to comment.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
<p>Move that the Board of Selectmen establish a residential factor of _____ for the purposes of setting the Fiscal Year 2019 tax rates.</p>	
3.	BACK UP INFORMATION ATTACHED
<p>a. Hearing Notice b. FY2019 Classification Hearing Package (under separate cover)</p>	

PROPERTY TAX CLASSIFICATION HEARING

**LEGAL NOTICE
TOWN OF NEEDHAM
PROPERTY TAX CLASSIFICATION
HEARING**

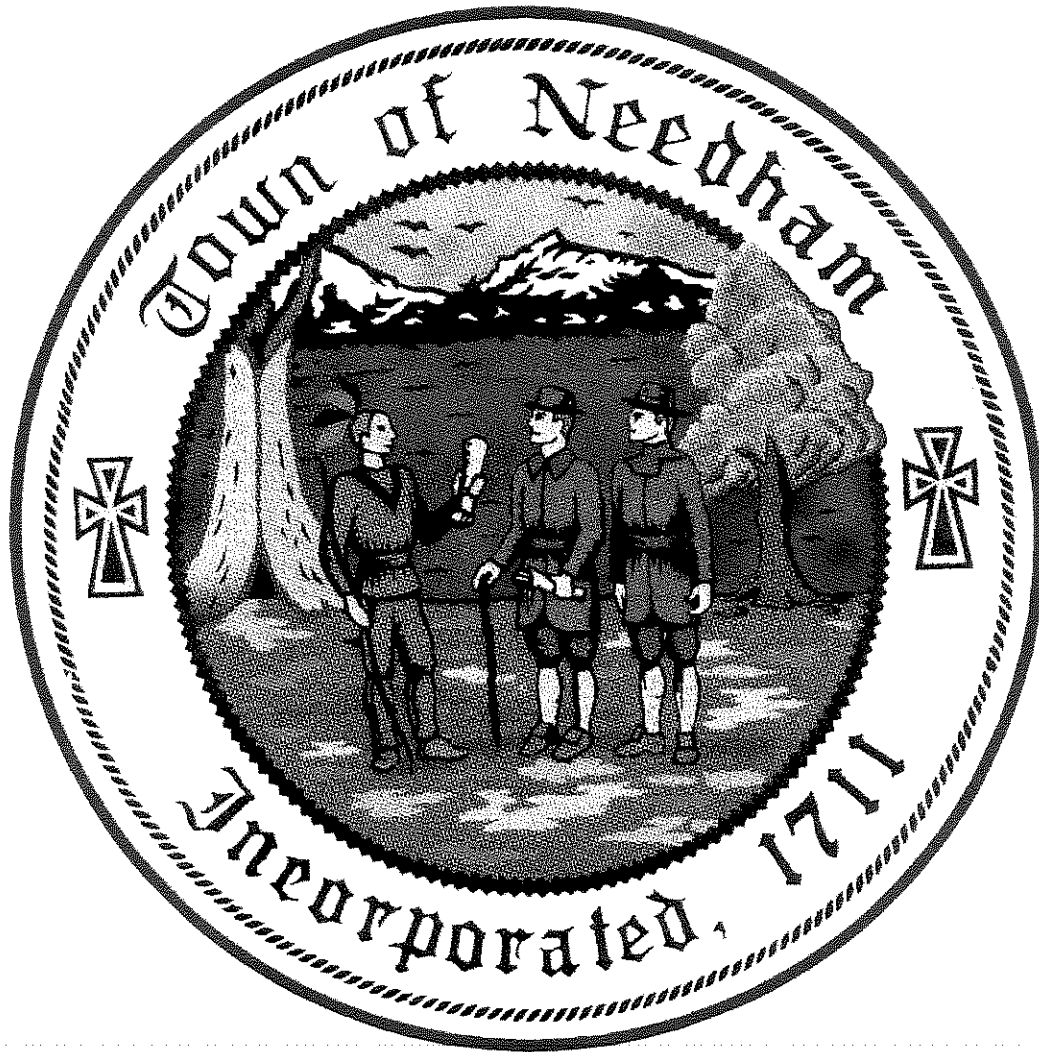
The Board of Selectmen will hold a **Public Hearing** in the Selectmen's Meeting Room, Town Hall, on **Tuesday, December 4, 2018 at 7:00 P.M.** regarding the allocation of the FY2019 tax levy among the various classes of property in the Town. This hearing which is required by State Law will give interested citizens an opportunity to comment on local property tax policy as it will be applied during FY2019. All real estate in this Town is classified according to use.

The allocation of the burden of the tax levy may be adjusted between the Residential and Commercial/Industrial/Personal Property classes, within certain limits, by the Board of Selectmen. Relevant data and information will be provided at this hearing by the Board of Assessors. Citizens and other interested parties wishing to be heard will be provided an opportunity to comment at this time. In addition, written comments to the Board may be sent, by email to selectmen@needham-ma.gov or by postal mail c/o Board of Selectmen, Town Hall 1471 Highland Avenue, Needham, Massachusetts 02492.

AD#13749901

Needham Times 11/29/18

CLASSIFICATION
HEARING



FY - 2019
TUESDAY
DECEMBER 4, 2018

Calendar 2017 Sales Review and Stats Summary										Overall Median		COD		CY 08		Sales by Age		Median		COD		Sales by Sale \$\$		Median	
										0.97	5.25			CY 08		Quartile # 1	1844-1945	0.92	6.04			Quartile # 1	377-849 K	0.96	
										0.98	4.42			CY 09		Quartile # 2	1948-1963	0.94	6.21			Quartile # 2	751-1125 K	0.93	
										0.99	3.44			CY 10		Quartile # 3	1964-2009	0.97	4.76			Quartile # 3	1150-1400 K	0.93	
										0.99	4.57			CY 11		Quartile # 4	2010-2017	0.97	3.78			Quartile # 4	1407-2400 K	0.97	
										0.98	3.91			CY 13		Sales by Land Size		Median		COD		Sales by Grade		Median	
										0.96	4.58			CY 14		Quartile # 1	10-22 Ac	0.94	5.13			Superior	22 Sales	0.99	
										0.94	4.36			CY 15		Quartile # 2	23-25 Ac	0.95	5.30			Excellent	83 Sales	1.01	
										0.97	3.82			CY 16		Quartile # 3	26-34 Ac	0.94	5.17			V.Good-Exc	19 Sales	0.98	
										0.95	5.38			CY 17		Quartile # 4	35-3.80 Ac	0.97	5.5			Very Good	29 Sales	0.92	
Sales by NBHD										Median		COD										Good-V.Good		0.92	
										0.99	2.70					Sales by Date		Median		COD		Good		0.93	
										1.00	0.042					Quartile # 1	1/3-5/5	0.97	4.04			Avg-Good	42 Sales	0.96	
										0.98	2.36					Quartile # 2	5/8-6/30	0.93	5.32			Average	21 Sales	0.96	
										1.00	5.48					Quartile # 3	7/6-9/7	0.96	5.15						
										0.96	2.44					Quartile # 4	9/12-12/29	0.95	6.45						
										0.96	4.59					Sales by SFLA		Median		COD					
										0.95	4.70					Quartile # 1	660-1787	0.95	4.88						
										0.94	5.25					Quartile # 2	1804-2892	0.92	6.63						
										0.94	1.28					Quartile # 3	2898-4184	0.95	4.63						
										1.00	4.37					Quartile # 4	4196-7864	0.99	3.62						
										0.96	6.79					Sales by SFLA		Median		COD					
										0.98	3.67					Quartile # 1	660-1787	0.95	4.88						
										0.97	2.61					Quartile # 2	1804-2892	0.92	6.63						
										0.93	5.85					Quartile # 3	2898-4184	0.95	4.63						
										0.93	3.41					Quartile # 4	4196-7864	0.99	3.62						
										0.93	6.73					Sales by SFLA		Median		COD					
										0.93	6.73					Quartile # 1	660-1787	0.95	4.88						
										0.93	6.73					Quartile # 2	1804-2892	0.92	6.63						
										0.93	6.73					Quartile # 3	2898-4184	0.95	4.63						
										0.93	6.73					Quartile # 4	4196-7864	0.99	3.62						

TWE Town Stats

Needham, MA - Median Sales Price - Calendar Year

Needham, MA - Median Sales Price - Year to Date

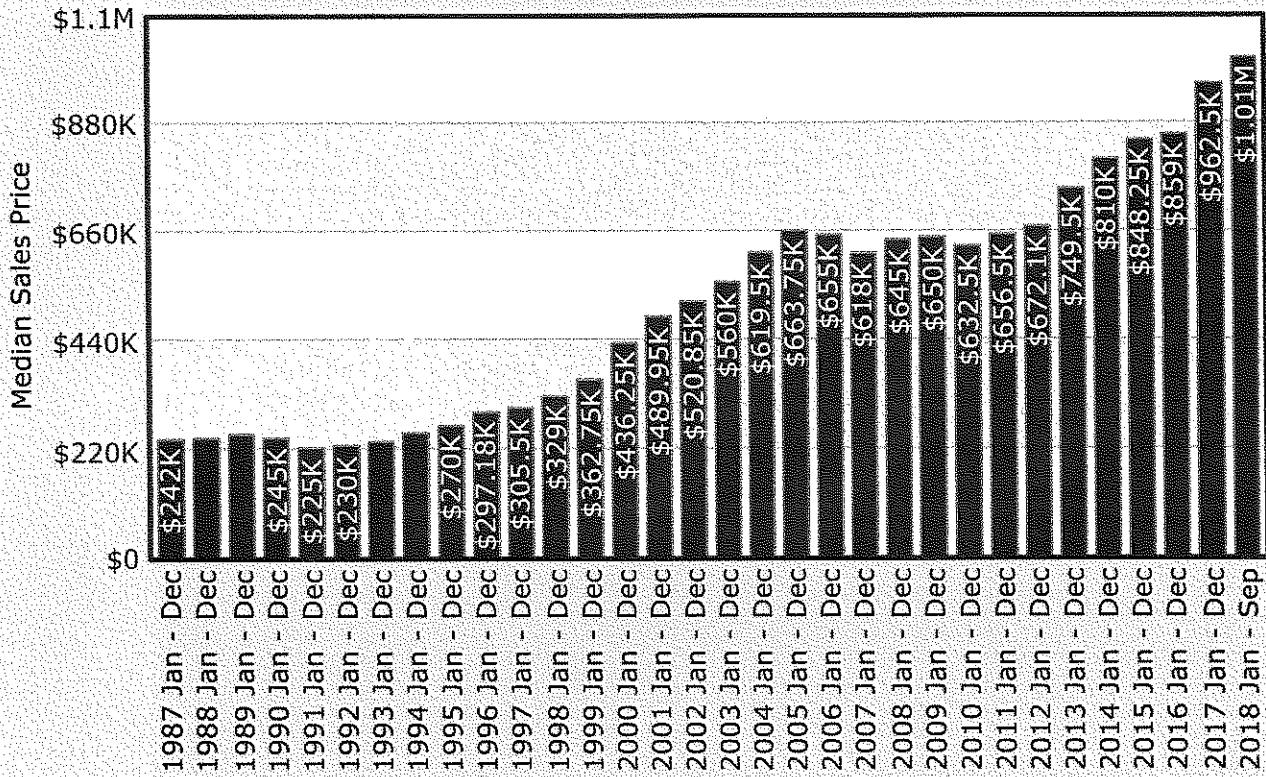
Year	Period	1-Fam	Condo	All
2018	Jan - Sep	\$1,015,000	\$795,000	\$945,000
2017	Jan - Sep	\$984,000	\$745,625	\$939,500
2016	Jan - Sep	\$834,325	\$485,000	\$825,000
2015	Jan - Sep	\$853,000	\$660,000	\$810,000
2014	Jan - Sep	\$804,750	\$600,000	\$780,000
2013	Jan - Sep	\$761,000	\$506,250	\$730,000
2012	Jan - Sep	\$670,000	\$450,000	\$655,000
2011	Jan - Sep	\$659,500	\$334,000	\$639,628
2010	Jan - Sep	\$635,000	\$386,089	\$627,750
2009	Jan - Sep	\$637,000	\$275,000	\$609,550
2008	Jan - Sep	\$652,750	\$565,500	\$650,000
2007	Jan - Sep	\$615,625	\$456,500	\$610,000
2006	Jan - Sep	\$655,000	\$455,000	\$644,000
2005	Jan - Sep	\$652,500	\$565,000	\$650,000
2004	Jan - Sep	\$619,000	\$369,250	\$601,750
2003	Jan - Sep	\$566,000	\$413,000	\$549,000
2002	Jan - Sep	\$515,000	\$328,000	\$500,000
2001	Jan - Sep	\$489,900	\$313,000	\$461,750
2000	Jan - Sep	\$440,000	\$225,000	\$430,000
1999	Jan - Sep	\$356,750	\$199,000	\$347,000
1998	Jan - Sep	\$329,000	\$185,000	\$317,000
1997	Jan - Sep	\$310,000	\$176,000	\$296,000
1996	Jan - Sep	\$300,000	\$177,500	\$289,950
1995	Jan - Sep	\$269,450	\$160,875	\$264,500
1994	Jan - Sep	\$256,500	\$153,500	\$249,900
1993	Jan - Sep	\$239,650	\$129,000	\$229,000
1992	Jan - Sep	\$229,500	\$133,000	\$224,250
1991	Jan - Sep	\$225,000	\$175,500	\$220,000
1990	Jan - Sep	\$250,000	\$170,000	\$244,500
1989	Jan - Sep	\$250,000	\$182,900	\$245,500

TWC**Town Stats****Needham, MA - Number of Sales - Calendar Year**

Needham, MA - Number of Sales - Calendar Year

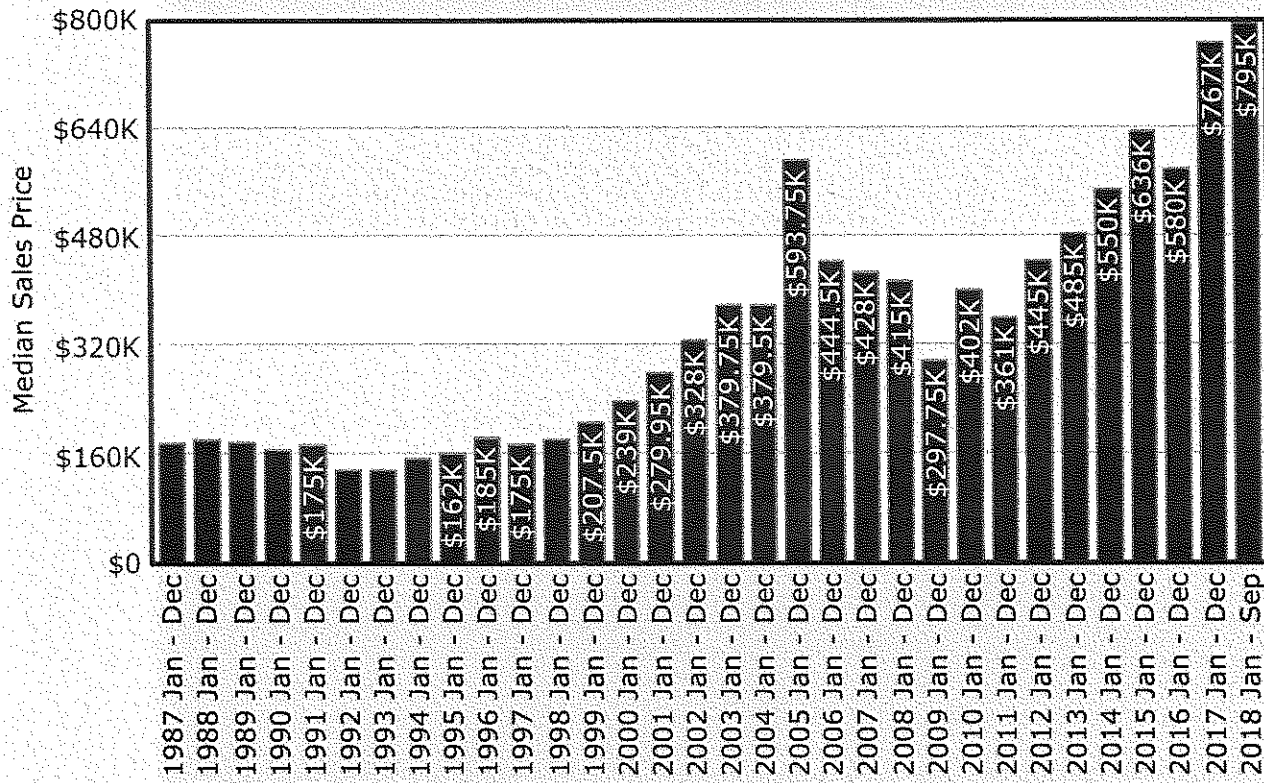
Year	Period	1-Fam	Condo	All
2018	Jan - Sep → Dec	299 → 398	55 → 73	383 → 510
2017	Jan - Dec	396	58	489
2016	Jan - Dec	422	57	513
2015	Jan - Dec	419	77	537
2014	Jan - Dec	385	75	496
2013	Jan - Dec	424	59	529
2012	Jan - Dec	396	47	491
2011	Jan - Dec	356	35	428
2010	Jan - Dec	392	52	468
2009	Jan - Dec	331	54	408
2008	Jan - Dec	329	65	421
2007	Jan - Dec	441	57	527
2006	Jan - Dec	368	44	454
2005	Jan - Dec	364	62	456
2004	Jan - Dec	452	70	569
2003	Jan - Dec	426	42	508
2002	Jan - Dec	422	63	522
2001	Jan - Dec	366	48	449
2000	Jan - Dec	434	41	525
1999	Jan - Dec	440	52	547
1998	Jan - Dec	465	58	565
1997	Jan - Dec	398	58	492
1996	Jan - Dec	372	51	471
1995	Jan - Dec	323	31	400
1994	Jan - Dec	398	47	508
1993	Jan - Dec	380	48	477
1992	Jan - Dec	437	43	525
1991	Jan - Dec	351	29	417
1990	Jan - Dec	243	24	286
1989	Jan - Dec	302	23	364

Needham, MA - Single Family **Median Sales Price for Calendar Year**



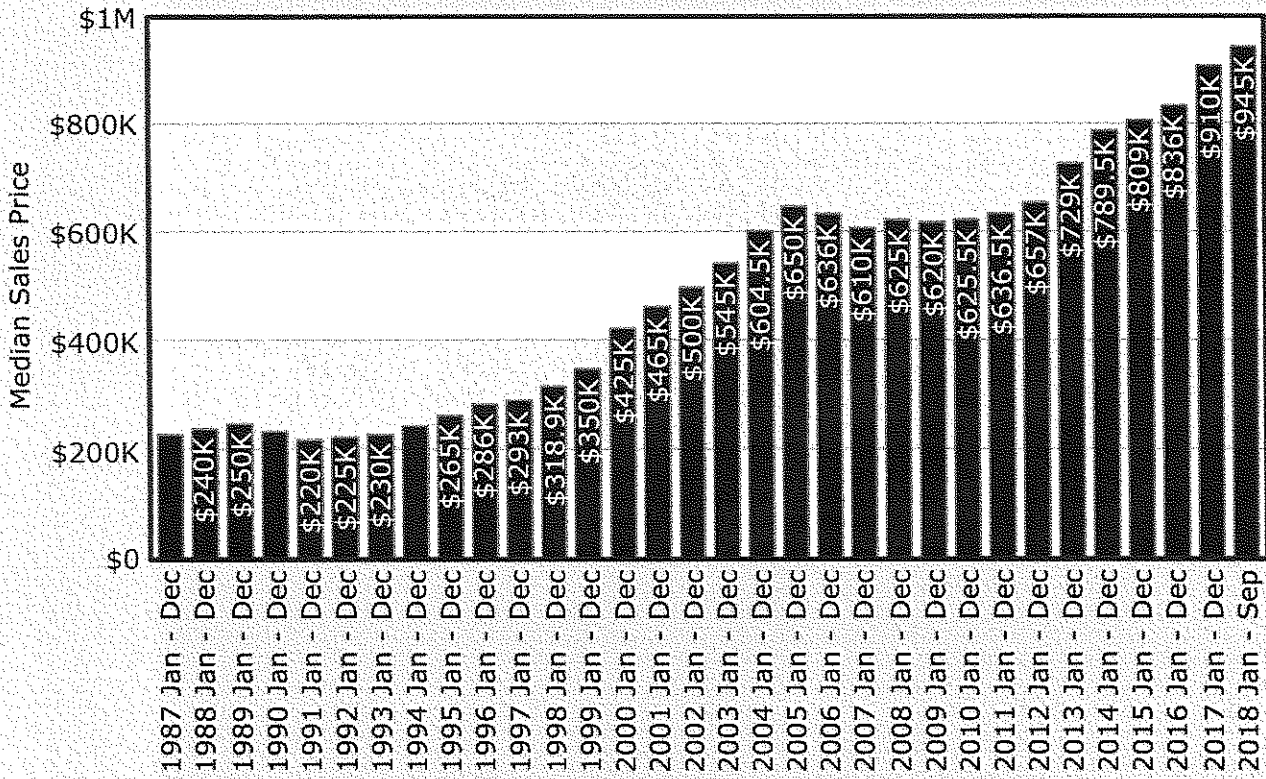
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**Needham, MA - Condo
Median Sales Price for Calendar Year**



Copyright 2018 The Warren Group

Needham, MA - All Properties
Median Sales Price for Calendar Year



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Tax Base Growth

FY 2019

TAX

\$11.88 \$23.46

RATES

Residential Commercial

Allowable Valuation Tax Levy Growth

Residential

Single Family (101)	\$163,613,800	\$1,943,732
Condominium (102)	\$14,935,900	\$177,438
Two & Three Family (104 & 105)	\$5,625,100	\$66,826
Multi Family (111-125)	\$79,941,600	\$949,706
Vacant Land	\$2,121,000	\$25,197
Others (Mixed Use, 103, 109)	\$0	\$0

Total Residential

\$3,162,900

Commercial

\$600,832

Chapter 61, 61A, 61B

\$0

Total Commercial

\$600,832

Industrial

\$16,650

Personal Property

\$614,453

Total C.I.P.P.

\$1,231,934

Total New Growth

\$4,394,835

FY 19 New Growth Highlights—Real Estate

Residential Highlights

101 149 New construction permits with an average permit amount of \$717,800.

102 \$14,935,900 in remodeling, additions to 39 existing units and completion of 11 condos started in CY 2017 and filing Master Deeds by 6/30/2018.

104/105 \$592,900 in remodeling or teardown and condo rebuilds of 11 properties in progress as of 6/30/18.

112 Two nearly complete apartment complexes, comprising approximately 540 rental units accounting for \$79 million in FY 19 growth.

176 Residential demolition permits.

100 Maintenance permits with an average permit amount of \$14,050.

311 Addition permits: 121 permits from \$100,000 to \$694,700.

29 permits from \$50,000 to \$99,999

161 permits < \$50,000

686 Remodel permits: 65 permits from \$100,000 to \$356,950

121 permits from \$50,000 to \$99,999

500 permits < \$50,000

Commercial/Industrial Highlights

Creation of a new "land condominium" in the Needham Office Park has led to \$24.6 million in restorations of previously existing space in FY 19.

In another part of the Needham Crossing, as the park is known, office/warehouse has been replaced by completed 6 story, 134 room hotel accounting for \$2 million in FY 19 growth.

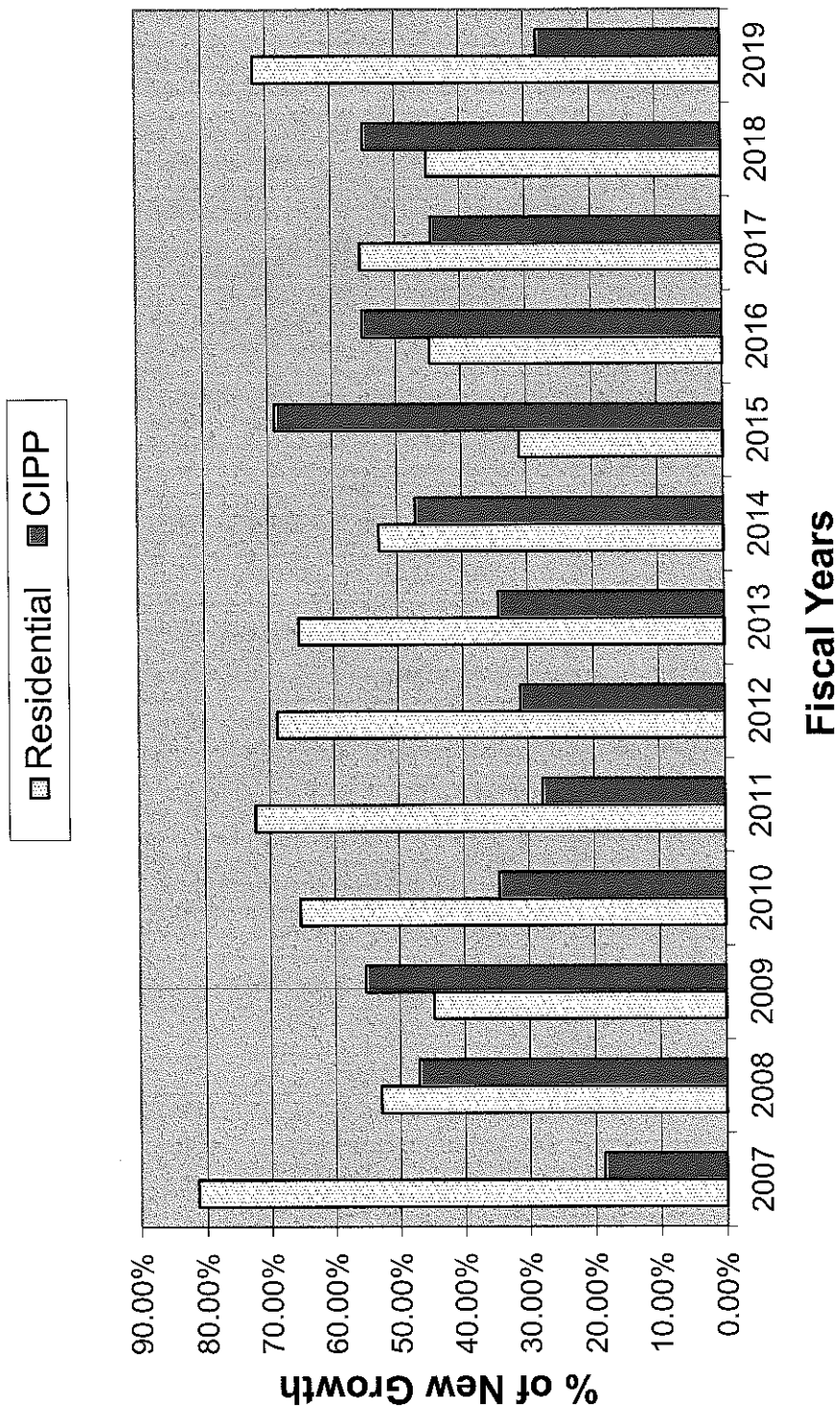
8 major rehabs/additions between \$500,000 and \$4,126,598.

24 rehabs/additions between \$100,000 and \$424,410.

15 rehabs/additions between \$51,500 and \$99,000

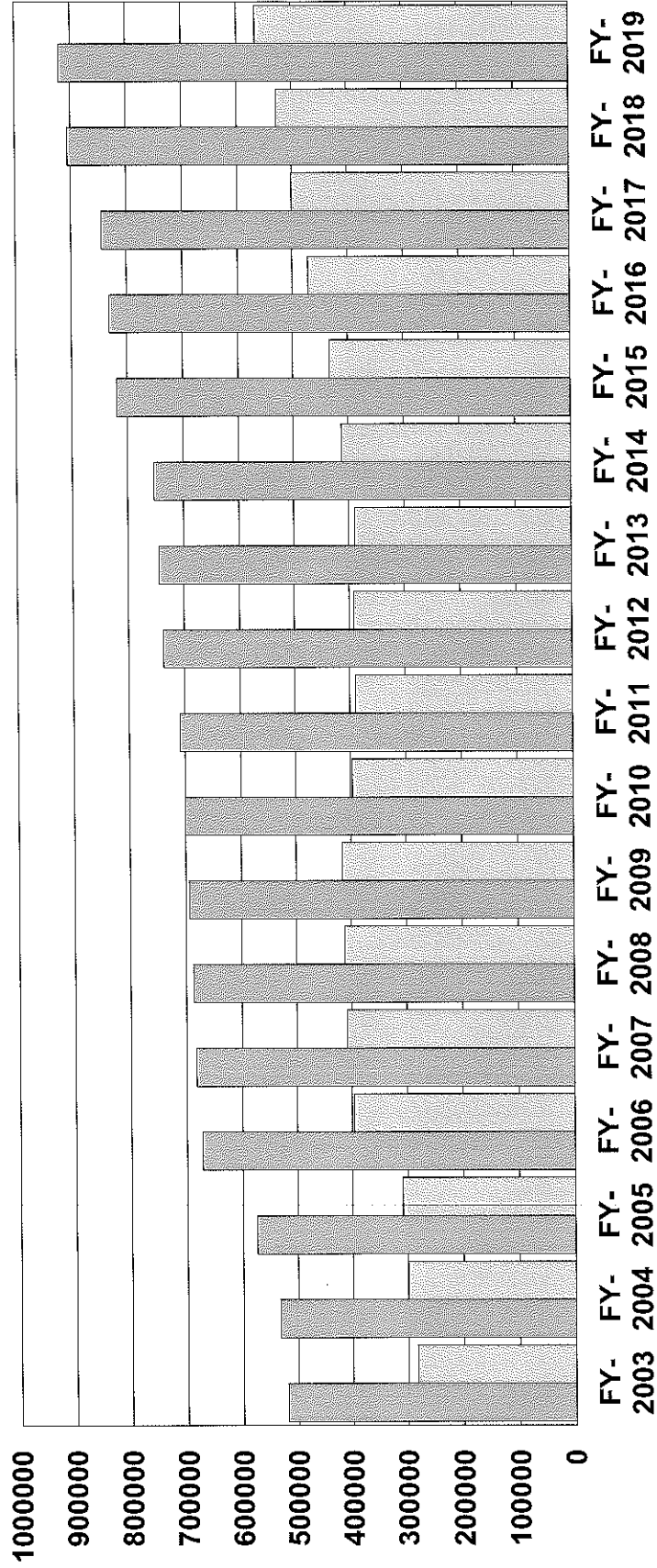
30 rehabs/additions < \$50,000

Residential vs. CIPP Growth FY 19

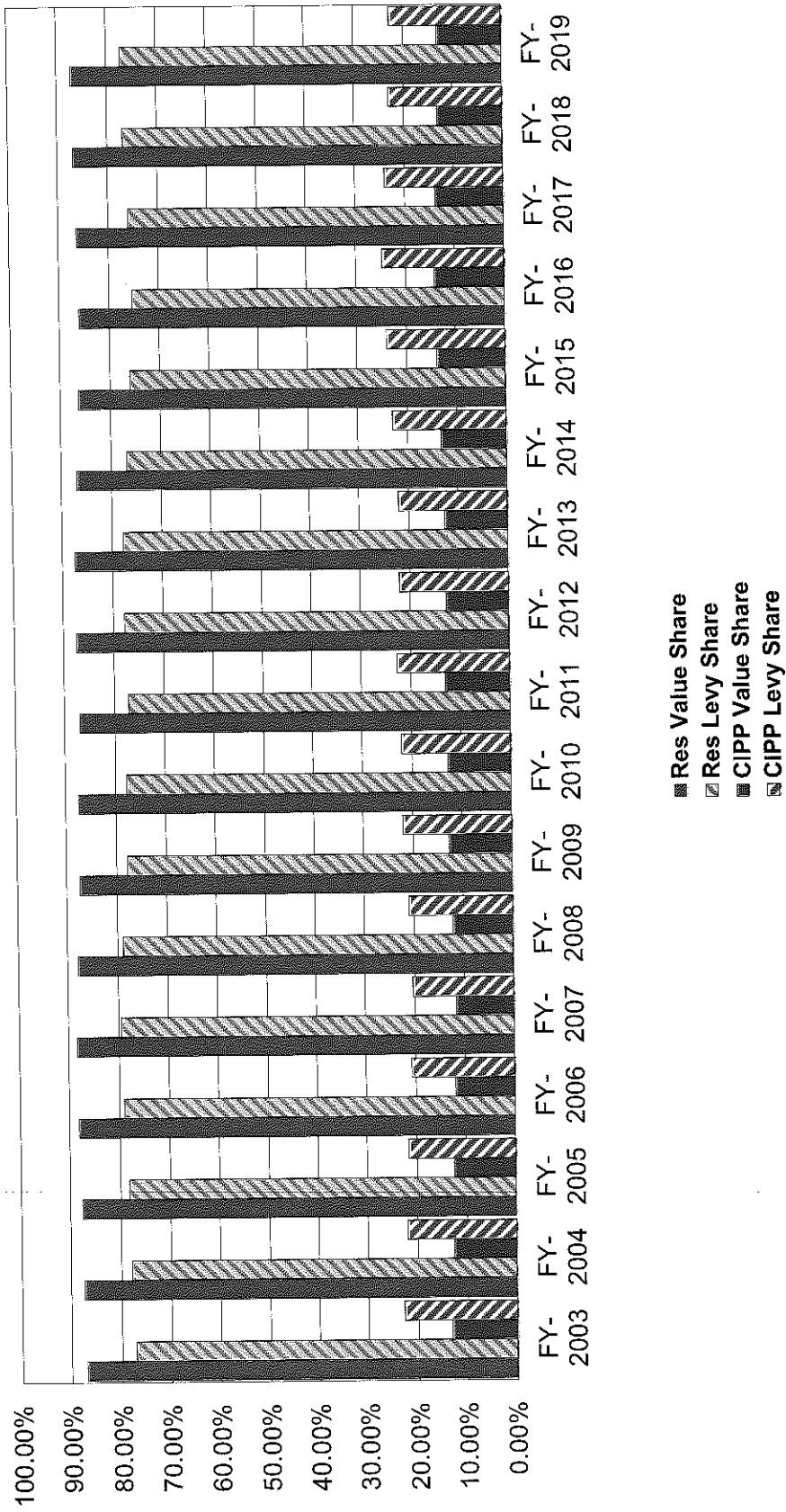


Average Valuation History

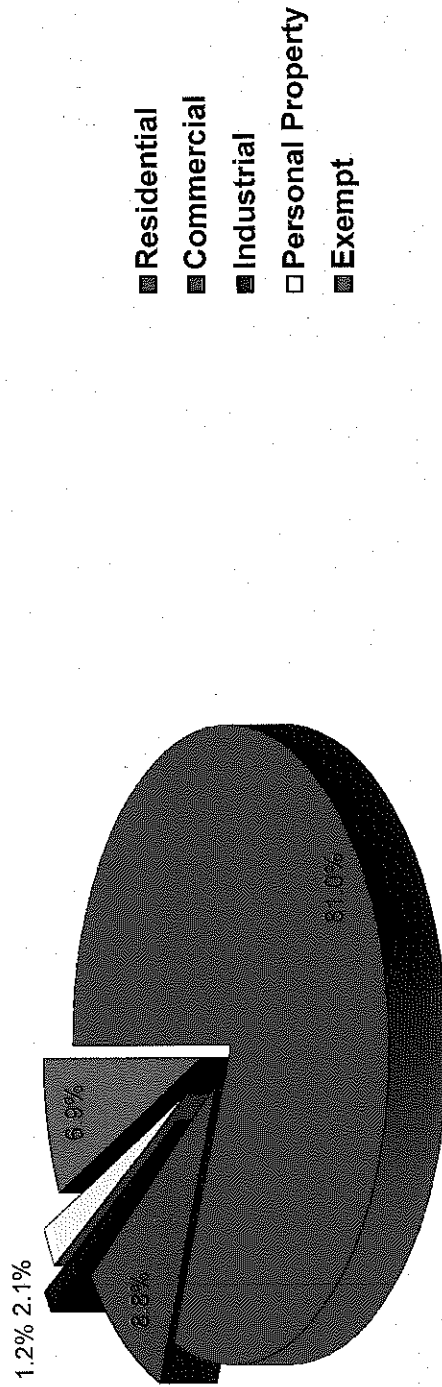
■ 1 FAMILY
■ CONDO



Value vs Levy Share



Value Distribution FY 19



Style/Sample #	Yr. Bld	Liv Area	Land % Ac	FY 18 Bldg \$	FY 18 Land \$	FY 18 AV	FY 19 Bldg \$	FY 19 Land \$	FY 19 AV	% Chg AV '18-'19	Taxes FY 18	Taxes FY 19	% Chg Tax '18-'19
2 Family -19	1907	2371	0.26	211874	392763	604637	212616	392763	605379	0.0012	7183	7501	4.42%
Duplex -13	1967	2379	0.18	179867	367617	547483	179867	367617	547483	0.0000	6504	6783	4.29%
Bungalow -9	1922	1141	0.29	130389	398644	529033	130389	398644	529033	0.0000	6285	6555	4.29%
Colonial -192	1934	2202	0.42	295315	467215	762529	296294	467397	763691	0.0015	9059	9462	4.45%
Contemporary -10	1955	2705	0.55	424470	461260	885730	430240	461260	891500	0.0065	10522	11046	4.97%
Conventional -18	1899	2151	0.28	248022	419489	667511	248022	419489	667511	0.0000	7930	8270	4.29%
Cape -130	1944	1749	0.28	212862	442353	655215	213059	442353	655412	0.0003	7784	8121	4.32%
Garrison -99	1959	2236	0.39	294410	471403	765813	295354	471403	766757	0.0012	9098	9500	4.42%
Old Style -52	1915	1923	0.34	219119	421540	640660	221788	423090	644879	0.0066	7611	7990	4.98%
Ranch -96	1952	1439	0.33	181389	431868	613256	182809	432573	615382	0.0035	7285	7525	4.65%
Raised RN -102	1964	1496	0.30	245830	437541	683372	246675	437541	684216	0.0012	8118	8477	4.42%
Split Level -60	1960	1563	0.31	248942	423885	672827	249133	423885	673018	0.0003	7993	8339	4.32%
Overall Averages	1940	1946	0.33	241041	427965	669006	242187	428168	670355	0.19%	7948	8306	4.49%
Total Single/2 Family	810												
Sample Size	800								%Chg Tax FY 10-11	3.40%		%Chg Tax FY 16-17	2.92%
% Sample used in analysis	99%								%Chg Tax FY 11-12	2.04%		%Chg Tax FY 17-18	4.57%
% Chg AV '05-'06	18%			-0.85%		% Chg AV '13-'14	1.1%		%Chg Tax FY 12-13	2.95%		%Chg Tax FY 18-19	4.49%
% Chg AV '06-'07	-1%			-0.07%		% Chg AV '14-'15	9.54%		%Chg Tax FY 13-14	3.10%			
% Chg AV '07-'08	-0.80%			1.50%		% Chg AV '15-'16	-0.01%		%Chg Tax FY 14-15	6.30%			
% Chg AV '08-'09	-1.1%			-0.24%		% Chg AV '16-'17	2.86%		%Chg Tax FY 15-16	2.20%			
						% Chg AV '17-'18	4.66%						
						% Chg AV '18-'19	0.19%						

Exempt Property Report		FY 2019	
Class	Property Type	#	Total Exempt Value
Code			
039	Mixed Use with Partial Exemption	1	\$312,000
900's	Federal Property	9	\$7,278,200
920's	State Property	12	\$14,521,700
930's	Town Property	160	\$280,229,200
940's	Schools---Private	37	\$261,249,400
950's	Charitable Organizations	27	\$62,002,600
960's	Churches/Religious	28	\$73,299,800
970's	Housing Authority	77	\$55,010,000.00
Totals		351	\$753,902,900.00

COMPUTATION OF FY 19 TAX RATE USING 175% CLASSIFICATION

Total Valuation	\$10,168,817,191	
Residential	\$8,846,926,822	87.0005%
C.I.P.P.	1,321,890,369	12.9995%
TOTAL	\$10,168,817,191	100.0000%
Tax Levy FY-2019	\$141,904,426.00	
Tax Rate -- No Classification		
	Single Rate	\$13.95

Tax Rate -- 175% Classification

13.1873 X 1.75

22.7490%	C.I.P.P.
77.2510%	RESIDENTIAL
100.0000%	TOTAL
\$32,281,893	C.I.P.P. Levy
\$109,622,533	RESIDENTIAL Levy
\$141,904,426.00	Total
Commercial/Industrial	\$24.42
Residential	\$12.39

Estimated Residential Factor:

0.8879365

88.79365

Fiscal Year	Shift	Res	\$ Chg	C/I	Effect of Tax Rates on "Average Fiscal Year"	Taxpayer" Shift	Res	\$ Chg	C/I	\$ Chg
FY-2019	175.00%									
Average Valuation		\$920,256		\$1,200,000			\$744,764		\$1,200,000	
Change in VALUE over previous		1.71%		N/A			0.99%		N/A	
Tax Rate provisional		\$12.39		\$24.42			\$11.30		\$22.19	
Taxes Paid		\$11,401.97	\$653	\$29,304.00	\$1,140.00		\$8,415.83	\$334	\$26,628.00	\$816
Increase over		6.07%		4.05%		FY 2012	4.13%		3.16%	
FY-2018	175.00%									
Average Valuation		\$904,827		\$1,200,000			\$737,436		\$1,200,000	
Change in VALUE over previous		7.22%		N/A			4.13%		N/A	
Tax Rate		\$11.88		\$23.47			\$10.96		\$21.51	
Taxes Paid		\$10,749.34	\$715	\$28,164.00	-\$204		\$8,082.30	\$363	\$25,812.00	\$12
Increase over		7.13%		-0.72%		FY 2011	4.70%		0.05%	
FY-2017	175.00%									
Average Valuation		\$843,912		\$1,200,000			\$708,194		\$1,200,000	
Change in VALUE over previous		1.58%		N/A			1.06%		N/A	
Tax Rate		\$11.89		\$23.64			\$10.90		\$21.50	
Taxes Paid		\$10,034.11	\$447	\$28,368.00	\$744		\$7,719.31	\$341	\$25,800.00	\$972
Increase over		4.66%		2.69%		FY 2010	4.62%		3.91%	
FY-2016	175.00%									
Average Valuation		\$830,791		1200000			\$700,738		\$1,200,000	
Change in VALUE over previous		1.50%		N/A			1.05%		N/A	
Tax Rate		11.54		23.02			\$10.53		\$20.69	
Taxes Paid		\$9,587.33	\$347	\$27,624.00	\$696		\$7,378.77	\$472	\$24,828.00	\$1,356
Increase over		3.76%		2.58%		FY 2009	6.83%		5.78%	
FY-2015	175.00%									
Average Valuation		\$818,442		\$1,200,000			\$693,458		\$1,200,000	
Change in VALUE over previous		8.69%		N/A			0.94%		N/A	
Tax Rate		\$11.29		\$22.44			\$9.96		\$19.56	
Taxes Paid		\$9,240.21	\$475	\$26,928.00	-\$672		\$6,906.84	\$243	\$23,472.00	\$768
Increase over		5.42%		-2.43%		FY-2008	3.65%		3.38%	
FY-2014	175.00%									
Average Valuation		\$753,020		\$1,200,000			\$686,971		\$1,200,000	
Change in VALUE over previous		1.11%		N/A			0.73%		N/A	
Tax Rate		11.64		\$23.00			\$9.70		\$18.92	
Taxes Paid		\$8,765.15	\$349	\$27,600.00	\$972		\$6,663.62	\$287	\$22,704.00	\$900
Increase over		4.15%		3.65%		FY-2007	4.50%		4.13%	

Fiscal Year	Shift	Res	\$ Chg	C/I	\$ Chg	Fiscal Year	Shift	Res	\$ Chg	C/I	\$ Chg
FY-2007	175.00%					FY-2001					
Average Valuation		\$682,019		\$1,200,000		Average Valuation		\$315,100		\$1,000,000	
Change in VALUE over previous		1.43%		N/A		Change in VALUE over previous		1.19%		N/A	
Tax Rate		\$9.35		\$18.17		Tax Rate		\$12.04		\$19.34	
Taxes Paid		\$6,376.88	\$453	\$21,804.00	\$1,212	Taxes paid		3,793.80	\$132	19,340.00	\$460.00
Increase over FY-2006		7.65%		5.89%		Increase over FY-2000		3.60%		2.44%	
FY-2006	175.00%					FY-2000					
Average Valuation		\$672,401		\$1,200,000		Average Valuation		\$311,400		\$1,000,000	
Change in VALUE over previous		17.12%		N/A		Change in VALUE over previous		4.66%		N/A	
Tax Rate		\$8.81		\$17.16		Tax Rate		\$11.76		\$18.88	
Taxes Paid		\$5,923.85	\$407	20,592.00	-\$2,448	Taxes paid		3,662.06	-\$170	18,880.00	-\$1,920
Increase over FY-2005		7.37%		-8.87%		Increase over FY-99		-4.44%		-9.23%	
FY-2005	175.00%					FY-1999					
Average Valuation		\$574,088		\$1,200,000		Average Valuation		\$297,535		\$1,000,000	
Change in VALUE over previous		3.50%		N/A		Change in VALUE over previous		5.02%		N/A	
Tax Rate		\$9.61		\$18.83		Tax Rate		\$12.88		\$20.80	
Taxes Paid		\$5,516.99	\$488	22,596.00	\$324	Taxes paid		3,832.25	\$78	20,800.00	-\$650
Increase over FY-2004		9.71%		1.45%		Increase over FY-98		2.09%		-3.03%	
FY-2004	175.00%					FY-98					
Average Valuation		\$532,128		\$1,200,000		Average Valuation		\$283,306		\$1,000,000	
Change in VALUE over previous		2.63%		N/A		Change in VALUE over previous		1.18%		N/A	
Tax Rate		\$9.45		\$18.56		Tax Rate		\$13.25		\$21.45	
Taxes paid		5,028.61	\$253	22,272.00	\$456.00	Taxes paid		3,753.80	\$136	21,450.00	\$20
Increase over FY-2003		5.30%		2.09%		Increase over FY-97		3.77%		0.09%	
FY-2003	175.00%					FY-97					
Average Valuation		\$518,500		\$1,200,000		Average Valuation		\$280,000		\$1,000,000	
Change in VALUE over previous		22.00%		13.21%		Change in VALUE over previous		7.69%		N/A	
Tax Rate		\$9.21		\$18.18		Tax Rate		\$12.92		\$21.43	
Taxes paid		4,775.39	\$279	21,816.00	\$1,601.80	Taxes paid		3617.60	\$222	21,430.00	-\$140
Increase over FY-2002		6.20%		7.92%		Increase over FY-96		6.54%		-0.65%	
FY-2002	161.00%					FY-96					
Average Valuation		\$425,000		\$1,060,000		Average Valuation		\$260,000		\$1,000,000	
Change in VALUE over previous		34.88%		6.00%		Tax Rate		\$13.06		\$21.57	
Tax Rate		\$10.58		\$19.07		Taxes paid		3395.60	\$69	\$ 21,570.00	
Taxes paid		4,496.50	\$703	20,214.20	\$874.20	Increase over FY-95		2.06%			
Increase over FY-2001		18.52%		4.52%							

(17)

MassDOR - Massachusetts Department of Revenue Division of Local Services														
What If ... Scenario Worksheet for FY 2019														
Needham - 199														
CLASS	VALUE	%	R & O %	OS SP	Comm SP	Ind SP	PP SP	Total SP	Res LA	Comm LA	Ind LA	PP LA	Total LA	Est Tax Rates
Residential	8,846,926,822	87.0005	87.0005	0.0000	9.5059	1.2640	2.2296	100.0000	123,457,560	13,489,293	1,793,672	3,163,901	141,904,426	13.95
Open Space	0	0.0000	87.0005	0.0000	9.6010	1.2766	2.2519	100.0000	123,273,092	13,624,186	1,811,609	3,195,540	141,904,427	13.93
Commercial	966,634,621	9.5059		0.0000	9.6960	1.2893	2.2742	100.0000	123,088,624	13,759,079	1,829,545	3,227,179	141,904,428	13.91
Industrial	128,529,898	1.2640	CIP %	0.0000	9.7911	1.3019	2.2965	100.0000	122,904,157	13,893,972	1,847,482	3,258,818	141,904,428	13.89
Personal Property	226,725,850	2.2296	12.9995	0.0000	9.8861	1.3146	2.3188	100.0000	122,719,689	14,028,865	1,865,419	3,290,457	141,904,429	13.87
Total	10,168,817,191	100.0000		0.0000	10.0763	1.3398	2.3411	100.0000	122,535,221	14,163,737	1,883,356	3,322,096	141,904,430	13.85
ENTER A LEVY (ESTIMATED IF NECESS)														
Levy	141,904,426						1.00	1.75						
Single TaxRate	13.95						Shift Increment %	1.00						
							Max Shift Allowed	1.75						
Note: This table should be used for planning purposes only. Actual calculations may differ slightly due to rounding. For actual calculations, complete Recap.														
Share Percentages														
CIP Shift	Res Factor	Res SP	OS SP	Comm SP	Ind SP	PP SP	Total SP	Res LA	Comm LA	Ind LA	PP LA	Total LA	Est Tax Rates	Comm ET
1.0000	1.0000	87.0005	0.0000	9.5059	1.2640	2.2296	100.0000	123,457,560	13,489,293	1,793,672	3,163,901	141,904,426	13.95	13.95
1.0100	0.9985	86.8705	0.0000	9.6010	1.2766	2.2519	100.0000	123,273,092	13,624,186	1,811,609	3,195,540	141,904,427	13.93	14.09
1.0200	0.9970	86.7405	0.0000	9.6960	1.2893	2.2742	100.0000	123,088,624	13,759,079	1,829,545	3,227,179	141,904,428	13.91	14.23
1.0300	0.9955	86.6105	0.0000	9.7911	1.3019	2.2965	100.0000	122,904,157	13,893,972	1,847,482	3,258,818	141,904,428	13.89	14.37
1.0400	0.9940	86.4805	0.0000	9.8861	1.3146	2.3188	100.0000	122,719,689	14,028,865	1,865,419	3,290,457	141,904,429	13.87	14.51
1.0500	0.9925	86.3505	0.0000	9.9812	1.3272	2.3411	100.0000	122,535,221	14,163,737	1,883,356	3,322,096	141,904,430	13.85	14.65
1.0600	0.9910	86.2205	0.0000	10.0763	1.3398	2.3634	100.0000	122,350,753	14,298,650	1,901,292	3,353,735	141,904,431	13.83	14.79
1.0700	0.9895	86.0905	0.0000	10.1713	1.3525	2.3857	100.0000	122,166,285	14,433,543	1,919,229	3,385,374	141,904,432	13.81	14.93
1.0800	0.9880	85.9605	0.0000	10.2664	1.3651	2.4080	100.0000	121,981,817	14,568,436	1,937,166	3,417,013	141,904,432	13.79	15.07
1.0900	0.9866	85.8306	0.0000	10.3614	1.3778	2.4303	100.0000	121,797,349	14,703,329	1,955,102	3,448,652	141,904,433	13.77	15.21
1.1000	0.9851	85.7006	0.0000	10.4565	1.3904	2.4526	100.0000	121,612,882	14,838,222	1,973,039	3,480,291	141,904,434	13.75	15.35
1.1100	0.9836	85.5706	0.0000	10.5515	1.4030	2.4749	100.0000	121,428,414	14,973,115	1,990,976	3,511,930	141,904,435	13.73	15.49
1.1200	0.9821	85.4406	0.0000	10.6466	1.4157	2.4972	100.0000	121,243,946	15,108,008	2,008,913	3,543,569	141,904,436	13.70	15.63
1.1300	0.9806	85.3106	0.0000	10.7417	1.4283	2.5194	100.0000	121,059,478	15,242,901	2,026,849	3,575,208	141,904,436	13.68	15.77
1.1400	0.9791	85.1806	0.0000	10.8367	1.4410	2.5417	100.0000	120,875,010	15,377,794	2,044,786	3,606,847	141,904,437	13.66	15.91
1.1500	0.9776	85.0506	0.0000	10.9318	1.4536	2.5640	100.0000	120,690,542	15,512,687	2,062,723	3,638,486	141,904,438	13.64	16.05
1.1600	0.9761	84.9206	0.0000	11.0268	1.4662	2.5863	100.0000	120,506,074	15,647,580	2,080,659	3,670,125	141,904,439	13.62	16.19
1.1700	0.9746	84.7906	0.0000	11.1219	1.4789	2.6086	100.0000	120,321,607	15,782,473	2,098,596	3,701,764	141,904,440	13.60	16.33
1.1800	0.9731	84.6606	0.0000	11.2170	1.4915	2.6309	100.0000	120,137,139	15,917,366	2,116,533	3,733,403	141,904,441	13.58	16.47
1.1900	0.9716	84.5306	0.0000	11.3120	1.5042	2.6532	100.0000	119,952,671	16,052,258	2,134,470	3,765,042	141,904,442	13.56	16.61
1.2000	0.9701	84.4006	0.0000	11.4071	1.5168	2.6755	100.0000	119,768,203	16,187,151	2,152,406	3,796,681	141,904,442	13.54	16.75
1.2100	0.9686	84.2706	0.0000	11.5021	1.5294	2.6978	100.0000	119,583,735	16,322,044	2,170,343	3,828,320	141,904,443	13.52	16.89
1.2200	0.9671	84.1406	0.0000	11.5972	1.5421	2.7201	100.0000	119,399,267	16,456,937	2,188,280	3,859,959	141,904,444	13.50	17.02
1.2300	0.9656	84.0106	0.0000	11.6923	1.5547	2.7424	100.0000	119,214,800	16,591,830	2,206,216	3,891,598	141,904,445	13.48	17.16
1.2400	0.9641	83.8806	0.0000	11.7873	1.5674	2.7647	100.0000	119,030,332	16,726,723	2,224,153	3,923,237	141,904,446	13.46	17.30
1.2500	0.9626	83.7506	0.0000	11.8824	1.5800	2.7870	100.0000	118,845,864	16,861,616	2,242,090	3,954,876	141,904,447	13.44	17.44
1.2600	0.9612	83.6206	0.0000	11.9774	1.5926	2.8093	100.0000	118,661,396	16,996,509	2,260,027	3,986,515	141,904,447	13.41	17.58
1.2700	0.9597	83.4907	0.0000	12.0725	1.6053	2.8316	100.0000	118,476,928	17,131,402	2,277,963	4,018,154	141,904,448	13.39	17.72
1.2800	0.9582	83.3607	0.0000	12.1676	1.6179	2.8539	100.0000	118,292,460	17,266,295	2,295,900	4,049,793	141,904,449	13.37	17.86
1.2900	0.9567	83.2307	0.0000	12.2626	1.6306	2.8762	100.0000	118,107,992	17,401,188	2,313,837	4,081,432	141,904,449	13.35	18.00
1.3000	0.9552	83.1007	0.0000	12.3577	1.6432	2.8985	100.0000	117,923,525	17,536,081	2,331,774	4,113,071	141,904,450	13.33	18.14
1.3100	0.9537	82.9707	0.0000	12.4527	1.6558	2.9208	100.0000	117,739,057	17,670,974	2,349,710	4,144,710	141,904,451	13.31	18.28
1.3200	0.9522	82.8407	0.0000	12.5478	1.6685	2.9431	100.0000	117,554,589	17,805,867	2,367,647	4,176,349	141,904,452	13.29	18.42
1.3300	0.9507	82.7107	0.0000	12.6428	1.6811	2.9654	100.0000	117,370,121	17,940,759	2,385,584	4,207,988	141,904,453	13.27	18.56
1.3400	0.9492	82.5807	0.0000	12.7379	1.6938	2.9877	100.0000	117,185,653	18,075,652	2,403,520	4,239,627	141,904,453	13.25	18.70
1.3500	0.9477	82.4507	0.0000	12.8330	1.7064	3.0100	100.0000	117,001,185	18,210,545	2,421,457	4,271,266	141,904,454	13.23	18.84
1.3600	0.9462	82.3207	0.0000	12.9280	1.7190	3.0323	100.0000	116,816,717	18,345,438	2,439,394	4,302,905	141,904,455	13.20	18.98
1.3700	0.9447	82.1907	0.0000	13.0231	1.7317	3.0546	100.0000	116,632,250	18,480,331	2,457,331	4,334,544	141,904,456	13.18	19.12
1.3800	0.9432	82.0607	0.0000	13.1181	1.7443	3.0768	100.0000	116,447,782	18,615,224	2,475,267	4,366,183	141,904,457	13.16	19.26

1.3900	0.9417	81.9307	0.0000	13.2132	1.7570	3.0991	100.0000	116,263,314	18,750,117	2,493,204	4,397,823	141,904,457	13.14	19.40
1.4000	0.9402	81.8007	0.0000	13.3083	1.7696	3.1214	100.0000	116,078,846	18,885,010	2,511,141	4,429,462	141,904,458	13.12	19.54
1.4100	0.9387	81.6707	0.0000	13.4033	1.7822	3.1437	100.0000	115,894,378	19,019,903	2,529,077	4,461,101	141,904,459	13.10	19.68
1.4200	0.9372	81.5407	0.0000	13.4984	1.7949	3.1660	100.0000	115,709,910	19,154,796	2,547,014	4,492,740	141,904,460	13.08	19.82
1.4300	0.9358	81.4107	0.0000	13.5934	1.8075	3.1883	100.0000	115,525,442	19,289,689	2,564,951	4,524,379	141,904,461	13.06	19.96
1.4400	0.9343	81.2807	0.0000	13.6885	1.8202	3.2106	100.0000	115,340,975	19,424,582	2,582,888	4,556,018	141,904,461	13.04	20.10
1.4500	0.9328	81.1508	0.0000	13.7836	1.8328	3.2329	100.0000	115,156,507	19,559,475	2,600,824	4,587,657	141,904,462	13.02	20.23
1.4600	0.9313	81.0208	0.0000	13.8786	1.8454	3.2552	100.0000	114,972,039	19,694,368	2,618,761	4,619,296	141,904,463	13.00	20.37
1.4700	0.9298	80.8908	0.0000	13.9737	1.8581	3.2775	100.0000	114,787,571	19,829,260	2,636,698	4,650,935	141,904,464	12.97	20.51
1.4800	0.9283	80.7608	0.0000	14.0687	1.8707	3.2998	100.0000	114,603,103	19,964,153	2,654,634	4,682,574	141,904,465	12.95	20.65
1.4900	0.9268	80.6308	0.0000	14.1638	1.8834	3.3221	100.0000	114,418,635	20,099,046	2,672,571	4,714,213	141,904,465	12.93	20.79
1.5000	0.9253	80.5008	0.0000	14.2589	1.8960	3.3444	100.0000	114,234,167	20,233,939	2,690,508	4,745,852	141,904,466	12.91	20.93
1.5100	0.9238	80.3708	0.0000	14.3539	1.9086	3.3667	100.0000	114,049,700	20,368,832	2,708,445	4,777,491	141,904,467	12.89	21.07
1.5200	0.9223	80.2408	0.0000	14.4490	1.9213	3.3890	100.0000	113,865,232	20,503,725	2,726,381	4,809,130	141,904,468	12.87	21.21
1.5300	0.9208	80.1108	0.0000	14.5440	1.9339	3.4113	100.0000	113,680,764	20,638,618	2,744,318	4,840,769	141,904,469	12.85	21.35
1.5400	0.9193	79.9808	0.0000	14.6391	1.9466	3.4336	100.0000	113,496,296	20,773,511	2,762,255	4,872,408	141,904,469	12.83	21.49
1.5500	0.9178	79.8508	0.0000	14.7341	1.9592	3.4559	100.0000	113,311,828	20,908,404	2,780,192	4,904,047	141,904,470	12.81	21.63
1.5600	0.9163	79.7208	0.0000	14.8292	1.9718	3.4782	100.0000	113,127,360	21,043,297	2,798,128	4,935,686	141,904,471	12.79	21.77
1.5700	0.9148	79.5908	0.0000	14.9243	1.9845	3.5005	100.0000	112,942,893	21,178,190	2,816,065	4,967,325	141,904,472	12.77	21.91
1.5800	0.9133	79.4608	0.0000	15.0193	1.9971	3.5228	100.0000	112,758,425	21,313,083	2,834,002	4,998,964	141,904,473	12.75	22.05
1.5900	0.9118	79.3308	0.0000	15.1144	2.0098	3.5451	100.0000	112,573,957	21,447,976	2,851,938	5,030,603	141,904,474	12.72	22.19
1.6000	0.9103	79.2008	0.0000	15.2094	2.0224	3.5674	100.0000	112,389,489	21,582,869	2,869,875	5,062,242	141,904,474	12.68	22.47
1.6100	0.9089	79.0708	0.0000	15.3045	2.0350	3.5897	100.0000	112,205,021	21,717,761	2,887,812	5,093,881	141,904,475	12.66	22.61
1.6200	0.9074	78.9408	0.0000	15.3996	2.0477	3.6120	100.0000	112,020,553	21,852,654	2,905,749	5,125,520	141,904,476	12.64	22.75
1.6300	0.9059	78.8109	0.0000	15.4946	2.0603	3.6342	100.0000	111,836,085	21,987,547	2,923,685	5,157,159	141,904,477	12.62	22.89
1.6400	0.9044	78.6809	0.0000	15.5897	2.0730	3.6565	100.0000	111,651,618	22,122,440	2,941,622	5,188,798	141,904,478	12.60	23.03
1.6500	0.9029	78.5509	0.0000	15.6847	2.0856	3.6788	100.0000	111,467,150	22,257,333	2,959,559	5,220,437	141,904,478	12.58	23.17
1.6600	0.9014	78.4209	0.0000	15.7798	2.0982	3.7011	100.0000	111,282,682	22,392,226	2,977,495	5,252,076	141,904,479	12.56	23.30
1.6700	0.8999	78.2909	0.0000	15.8749	2.1109	3.7234	100.0000	111,098,214	22,527,119	2,995,432	5,283,715	141,904,480	12.54	23.44
1.6800	0.8984	78.1609	0.0000	15.9699	2.1235	3.7457	100.0000	110,913,746	22,662,012	3,013,369	5,315,354	141,904,481	12.52	23.58
1.6900	0.8969	78.0309	0.0000	16.0650	2.1362	3.7680	100.0000	110,729,278	22,796,905	3,031,306	5,346,993	141,904,482	12.50	23.72
1.7000	0.8954	77.9009	0.0000	16.1600	2.1488	3.7903	100.0000	110,544,810	22,931,798	3,049,242	5,378,632	141,904,482	12.47	23.86
1.7100	0.8939	77.7709	0.0000	16.2551	2.1614	3.8126	100.0000	110,360,343	23,066,691	3,067,179	5,410,271	141,904,483	12.45	24.00
1.7200	0.8924	77.6409	0.0000	16.3501	2.1741	3.8349	100.0000	110,175,875	23,201,584	3,085,116	5,441,910	141,904,484	12.43	24.14
1.7300	0.8909	77.5109	0.0000	16.4452	2.1867	3.8572	100.0000	109,991,407	23,336,477	3,103,052	5,473,549	141,904,485	12.41	24.28
1.7400	0.8894	77.3809	0.0000	16.5403	2.1994	3.8795	100.0000	109,806,939	23,471,370	3,120,989	5,505,188	141,904,486	12.39	24.42
1.7500	0.8879	77.2509	0.0000	16.6353	2.2120	3.9018	100.0000	109,622,471	23,606,262	3,138,926	5,536,827	141,904,486		

Assessor's Report FY 19

For the most part, the FY 19 residential values have remained stable year over year, with the exception of course of the properties that have seen increases in value due to very heavy building permit activity throughout town. On the residential side of the ledger there were just shy of 1,200 permits pulled. These include 150 New Construction permits with an average permit amount of over \$700,000. 300+ Addition permits were pulled, of which 120 carried amounts between \$100,000 and \$700,000. There were also nearly 700 permits for all forms of Remodeling. Also adding, in large part, to the New Growth numbers were the push to completion of well over 500 rental units in projects on Greendale Ave. and in Needham Crossing.

A match to this \$80 million in multi-dwelling residential growth on the Real Estate side may not be seen again for a while, but there is more growth on the horizon on the far side of Route 128. Foremost on the commercial property front are two B Street projects that will bring a new hotel to town as well as the consolidation, under

one roof, of several NBC TV affiliates into a single headquarters building. There was growth in the commercial sector for FY 19 as well, highlighted by the completion of Needham's third hotel and a number of major rehab projects where space has been upgraded and is attracting tenants willing to pay higher rents as they flow west, looking to avoid the booming commercial market rents in Boston and take advantage of Needham's transportation opportunities.

Business personal property, while not continuing its mind boggling upsurge of the last few years, as newly created office space at Trip Advisor and Shark Ninja upgraded everything from tables to high tech, still produced over \$26 million in growth.

Last year in this report we mentioned that Needham, along with 39 other Commonwealth municipalities, will be switching our Computer Assisted Mass Appraisal (CAMA) systems from a system, administered by the Massachusetts Department of Revenue and developed in

1986, to a Cloud solution that is a product of Tyler Technologies. As one of the three BETA towns, Needham has been deeply involved in making sure this system will be a viable solution for all the towns involved in the \$2,000,000, state funded conversion to Tyler's IAS World.

As always, the office processed thousands of auto excise bills in addition to processing numerous applications for Excise and Real Estate abatements, multiple statutory exemption requests and multiple daily informational queries from both internal and external sources.



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 12/4/2018

Agenda Item	Preliminary FY2020 – FY2024 Capital Improvement Plan
Presenter(s)	Kate Fitzpatrick, Town Manager David Davison, Assistant Town Manager/Finance

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<p>The Town Manager and Assistant Town Manager/Finance will discuss with the Board the preliminary FY2020 – 2024 Capital Improvement Plan. A vote on the final plan is scheduled for December 18th.</p>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
<p>Discussion only.</p>	
3.	BACK UP INFORMATION ATTACHED
<p>a. Capital Plan Recommendations FY2020 - 2024 b. Capital Project Requests for Fiscal Years 2020 – 2024 provided previously with the November 27, 2018 meeting agenda packet.</p>	

Five Year Capital Improvement Plan
Preliminary Tier One Recommendations
FY2020 - FY2024

Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Town Offices Replacement Furniture	P	10	General	1	25,000	25,000			25,000	25,000					50,000	50,000	50,000			3 - 002
Town Building Switching	N	14	General	1									60,000	60,000	60,000	60,000	60,000			3 - 004
Town Internet Control, Analysis and Reporting	N	14	General	1					75,000	75,000					75,000	75,000	75,000			3 - 006
Town Wide Video Projection and Smart TV	N	14	Public Safety	1					50,000	50,000	40,000	40,000	55,000	55,000	145,000	145,000	145,000			3 - 008
Wireless Hardware Infrastructure	N	14	General	1									175,000	175,000	175,000	175,000	175,000			3 - 010
Town Building Security and Traffic Cameras	N	14	Public Safety	1									300,000		300,000					3 - 012
Center at the Heights Computer Lab	P	14	Community	1	50,000	50,000									50,000	50,000	50,000			3 - 014
GIS Technology Systems and Application Updates	M	14	General	1							100,000	100,000			100,000	100,000	100,000			3 - 016
High Availability Firewalls	N	14	General	1					75,000	75,000					75,000	75,000	75,000			3 - 018
Non-Public Safety Data Center Servers and Storage Units	P	14	General	1							145,000	145,000	180,000	180,000	325,000	325,000	325,000			3 - 020
Public Safety Data Center Servers and Storage Units	M	14	Public Safety	1			200,000								200,000					3 - 022
Public Safety Desktops, Printers and Peripherals	N	14	Public Safety	1	200,000	200,000									200,000	200,000	200,000			3 - 024
Public Safety Mobile Devices	M	14	Public Safety	1	35,000	35,000			50,000	50,000	50,000	50,000			135,000	135,000	135,000			3 - 026
Public Works Mobile Devices	N	14	Public Works	1							50,000	50,000			50,000	50,000	50,000			3 - 028
Multi-Function Printer Devices	P	14	General	1	35,600	35,600	35,600	35,600	35,600	35,600					106,800	106,800	106,800			3 - 030
Revenue Application Software Package	P	14	General	1			1,100,000	1,100,000							1,100,000	1,100,000	1,100,000			3 - 032
Automated External Defibrillators Replacement	P	17	Public Safety	1							27,836	27,836			27,836	27,836	27,836			3 - 034
Firearm Replacement	M	17	Public Safety	1			31,630	31,630							31,630	31,630	31,630			3 - 036
Police and Fire Mobile and Portable Radios	N	17	Public Safety	1	617,550	617,550									617,550	617,550	617,550			3 - 038
Public Safety Fitness Equipment	N	18	Public Safety	1	83,613										83,613					3 - 040
Personal Protective Equipment	P	18	Public Safety	1	43,424	43,424	43,424	43,424	43,424	43,424	43,424	43,424	43,424	43,424	217,120	217,120	217,120			3 - 042
Building Management System Upgrade	M	23.2	Schools	1	392,000	392,000									392,000	392,000	392,000			3 - 044
Permanent Message Boards	M	23	Community	1			54,000		56,000		58,000		60,000		228,000					3 - 046
Specialty Equipment - Loader Mounted Snow Blower (H)	M	23.5	Highway	1			192,000	192,000							192,000	192,000	192,000			3 - 049
Specialty Equipment - Unit 334 Specialty Mower (PF)	M	23.6	Parks	1					38,000	40,000					38,000	40,000	40,000			3 - 049
Specialty Equipment - Unit 351 Tractor (PF)	M	23.6	Parks	1	68,000	68,000									68,000	68,000	68,000			3 - 049
Fleet Refurbishment	N	23.4	Fleet	1			150,000				150,000				300,000					3 - 051

Five Year Capital Improvement Plan
Preliminary Tier One Recommendations
FY2020 - FY2024

Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Library Furniture	P	28	Community	1	112,960	112,960	82,740	82,740	83,182	83,182					278,882	278,882	278,882			3 - 053
Library RFID Conversion	P	28	Community	1			327,200								327,200					3 - 055
Library Technology	N	28	Community	1	30,000		48,500	48,500	26,280		36,500	36,500	30,400		171,680	85,000	85,000			3 - 058
Public Playgrounds	M	29	Community	1	350,000	350,000	350,000	350,000							700,000	700,000			700,000	3 - 060
School Furniture	R	80	Schools	1	35,000	35,000	35,000	35,000	25,000	25,000	25,000	25,000	25,000	25,000	145,000	145,000	145,000			3 - 063
School Copier Replacement	R	80	Schools	1	135,520	52,470	37,600	37,600	73,990	73,990	41,200	41,200	57,650	57,650	345,960	262,910	262,910			3 - 065
Newman Preschool Playground Custom Shade Shelter	M	80	Schools	1	69,200	69,200									69,200	69,200	69,200			3 - 068
High School Locker Reconfiguration & Addition	N	80	Schools	1	50,000	50,000									50,000	50,000	37,500		12,500	3 - 070
School Document Management System	M	80	Schools	1					187,700						187,700					3 - 072
School Technology Replacement	R	80	Schools	1	632,350	632,350	556,575	556,575	490,150	490,150	422,000	422,000	395,750	395,750	2,496,825	2,496,825	2,496,825			3 - 075
Needs Assessment of Pollard, Newman and NHS Auditorium Theatrical Sound and Lighting Systems	N	80	Schools	1	60,000										60,000					3 - 078
DPW Complex	M	23.1	Public Works	2	3,062,000				37,379,000						40,441,000					3 - 081
Hillside School Boiler Upgrade	M	23.2	Schools	2	12,000		220,000								232,000					3 - 083
Pollard School Locker Room Retrofit	M	23.2	Schools	2			60,000	60,000	630,000	630,000					690,000	690,000	60,000	630,000		3 - 085
Pollard School Blue & Green Gym Score Boards	M	23.2	Schools	2	30,000	30,000									30,000	30,000	30,000			3 - 087
Pollard School Air Conditioning Upgrade	M	23.2	Schools	2			100,000	100,000	550,000	1,125,000	575,000				1,225,000	1,225,000	100,000	1,125,000		3 - 089
Newman School Gym Floor	N	23.2	Schools	2	275,000	275,000									275,000	275,000	275,000			3 - 091
Mitchell School Restroom Upgrades	M	23.2	Schools	2	67,000	67,000	670,000	670,000							737,000	737,000	67,000	670,000		3 - 093
Facility Assessment for Sustainable Building Management	M	23.2	Schools	2	100,000	100,000							50,000	50,000	150,000	150,000	150,000			3 - 095
Energy Efficiency Upgrade Improvements	M	23.2	Buildings	2	57,000	57,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	457,000	457,000	400,000		57,000	3 - 097
Emery Grover Roof Replacement	M	23.2	Schools	2			15,000		220,000						235,000					3 - 100
Emery Grover Window Replacement	M	23.2	Schools	2			30,000		368,000						398,000					3 - 102
DPW Boiler Replacement 470 Dedham Avenue	M	23.2	Public Works	2	50,000	50,000	460,000	460,000							510,000	510,000	460,000		50,000	3 - 104
Daley Building Upgrades	N	23.2	Buildings	2									50,000		50,000					3 - 106
Center at the Heights Space Utilization Study	I	23.2	Community	2							75,000	75,000			75,000	75,000	75,000			3 - 108
CATH Generator	N	23.2	Community	2							37,500	37,500	250,000	250,000	287,500	287,500	287,500			3 - 110
Recycling Center and Transfer Station Employee Trailer	I	23.7	Public Works	2																3 - 112

Five Year Capital Improvement Plan
Preliminary Tier One Recommendations
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Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Library Space Planning	NB	28	Community	2	60,000										60,000					3 - 114
Cricket Field Building Renovation	M	29	Community	2	163,765		818,824								982,589					3 - 116
Pollard School Improvements	M	80	Schools	2																3 - 118
Mitchell Elementary School Renovation	M	80	Schools	2			650,000				111,874,200				112,524,200					3 - 122
Renovate/Reconstruct Hillside as Swing Space for School Construction	M	80	Schools	2	100,000		3,922,800		24,452,100						28,474,900					3 - 125
Renovate/Reconstruct Emery Grover Building at Highland Avenue Location	M	80	Schools	2			2,113,600		17,234,900						19,348,500					3 - 128
Eliot School Technology Room Conversion	N	80	Schools	2			179,300	179,300							179,300	179,300	179,300			3 - 131
Eliot Modular Classrooms	N	80	Schools	2			556,700		3,481,200						4,037,900					3 - 134
Broadmeadow School Technology Room Conversion	N	80	Schools	2					213,100	213,100					213,100	213,100	213,100			3 - 137
School Master Plan Supplement	N	80	Schools	2	125,000	125,000									125,000	125,000	125,000			3 - 140
Harris Avenue Parking Lot (Pollard School)	P	23.2	Schools	3							25,000	25,000	500,000	500,000	525,000	525,000	525,000			3 - 142
Public Works Infrastructure Program	M	23	Public Works	3	2,169,550	2,169,550	2,415,000	2,145,000	2,278,000	2,145,000	3,524,500	2,145,000	3,105,000	2,145,000	13,492,050	10,749,550	10,749,550			3 - 144
Asa Small Field Renovation	I	23.6	Community	3																3 - 151
Athletic Facility and Public Recreation Improvements	M	23.6	Community	3	2,950,000	2,980,000	612,500	45,000	677,000	450,000	1,102,000	1,102,000	290,000	290,000	5,631,500	4,867,000	1,392,000		3,475,000	3 - 153
Passive Recreation Improvements (Dwight Field/Charles River Center)	N	23.6	Community	3	35,000		350,000								385,000					3 - 157
Town Common Historic Redesign and Beautification	M	23.3	Community	3	117,000	117,000	906,000	906,000							1,023,000	1,023,000			1,023,000	3 - 159
Recycling and Transfer Station Property Improvements	M	23.7	Public Works	3	295,000	295,000	401,500	401,500	124,500	124,500	124,500	124,500			945,500	945,500	945,500			3 - 161
Athletic Fields Master Plan	GM	29	Community	3									75,000		75,000					3 - 166
Boat Launch on Charles River	I	29	Community	3																3 - 168
Rosemary Lake Camp and Trail	P	29	Community	3	200,000	200,000									200,000	200,000			200,000	3 - 170
Open Space Land Purchase	P	29	Community	3	1,000,000										1,000,000					3 - 172
Outdoor Basketball Courts	M	29	Community	3					135,000	135,000					135,000	135,000			135,000	3 - 174
Drain System Improvements – Water Quality (EPA)	M	23.8	Stormwater	3	25,000		253,000		2,000,000						2,278,000					3 - 182
Traffic Improvements	P	23	Public Works	3	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	250,000	250,000	250,000			3 - 210
Replace Unit 452 2013 Ford Taurus	L	14	General	4							38,305	38,305			38,305	38,305	38,305			3 - 199
Replace Unit 1996 HAZ HAZMAT TRAILER	L	18	Public Safety	4																3 - 199
Replace Unit C-01 2017 Ford Explorer	C	18	Public Safety	4			47,733	47,733							47,733	47,733	47,733			3 - 199

Five Year Capital Improvement Plan
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Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Replace Unit C-02 2016 Chevrolet Tahoe	C	18	Public Safety	4			54,357	54,357							54,357	54,357	54,357			3 - 199
Replace Unit C-03 2013 Ford Explorer	C	18	Public Safety	4			47,733	47,733							47,733	47,733	47,733			3 - 199
Replace Unit C-06 2015 Ford F350	C	18	Public Safety	4			68,750	68,750							68,750	68,750	68,750			3 - 199
Replace Unit C-42 2013 Ford Explorer	C	18	Public Safety	4	35,249	35,249									35,249	35,249	35,249			3 - 199
Replace Unit L-01 2004 Sutphen Quint Ladder Truck	L	18	Public Safety	4									1,348,060	1,348,060	1,348,060	1,348,060	1,348,060			3 - 199
Replace Unit R-01 2016 Ford E450 Ambulance	L	18	Public Safety	4			350,322	350,322							350,322	350,322	350,322			3 - 199
Replace Unit R-02 2017 Ford E450 Ambulance	L	18	Public Safety	4					362,584			362,584			362,584	362,584	362,584			3 - 199
Replace Unit R-03 2008 Ford E450 Ambulance	L	18	Public Safety	4			350,322	350,322							350,322	350,322	350,322			3 - 199
Replace Unit R-04 2006 Ford E450 Ambulance	L	18	Public Safety	4					362,584	362,584					362,584	362,584	362,584			3 - 199
Replace Unit 400 2005 Ford Taurus	C	19	Public Safety	4					35,441	35,441					35,441	35,441	35,441			3 - 199
Replace Unit 453 2016 Ford Focus	C	19	Public Safety	4									37,966	37,966	37,966	37,966	37,966			3 - 199
Replace Unit 454 2014 Ford Fusion	L	19	Public Safety	4									37,966	37,966	37,966	37,966	37,966			3 - 199
Replace Unit 455 2016 Ford Focus	L	19	Public Safety	4									37,966	37,966	37,966	37,966	37,966			3 - 199
Replace Unit 456 1014 Ford Fusion	L	19	Public Safety	4									37,966	37,966	37,966	37,966	37,966			3 - 199
Replace Unit 457 2006 Ford Taurus	C	19	Public Safety	4	33,085	33,085									33,085	33,085	33,085			3 - 199
Replace Unit 700 2012 Ford Econ Van E250	C	23.2	Buildings	4							48,461	48,461			48,461	48,461	48,461			3 - 199
Replace Unit 705 2006 Ford Econ Van E250	C	23.2	Buildings	4	37,060	37,060									37,060	37,060	37,060			3 - 199
Replace Unit 707 2008 Ford Econ Van E250	C	23.2	Buildings	4			45,239	45,239							45,239	45,239	45,239			3 - 199
Replace Unit 712 2011 Ford Econ Van E250	C	23.2	Buildings	4					46,822	46,822					46,822	46,822	46,822			3 - 199
Replace Unit 713 2012 Ford F450 Dump Truck	L	23.2	Buildings	4									84,163	84,163	84,163	84,163	84,163			3 - 199
Replace Unit 715 Addition to Fleet	C	23.2	Buildings	4	43,709	43,709									43,709	43,709	43,709			3 - 199
Replace Unit 720 2009 Ford Escape Hybrid	C	23.2	Buildings	4			34,243	34,243							34,243	34,243	34,243			3 - 199
Replace Unit 756 2010 Ford F150	C	23.2	Buildings	4					39,700	39,700					39,700	39,700	39,700			3 - 199
Replace Unit 45 2012 FORD E150 VAN	C	23.3	Engineering	4					45,656	45,656					45,656	45,656	45,656			3 - 199
Replace Unit 92 2012 Ford Explorer	C	23.3	Engineering	4	41,550	41,550									41,550	41,550	41,550			3 - 199
Replace Unit 2 2010 Ford F150 XL	C	23.4	Fleet	4	37,060	37,060									37,060	37,060	37,060			3 - 199
Replace Unit 3 2012 Ford F450	L	23.4	Fleet	4					78,567	78,567					78,567	78,567	78,567			3 - 199

Five Year Capital Improvement Plan
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Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Replace Unit 10 2010 International 7400 Dump Truck	L	23.5	Highway	4					269,978	269,978					269,978	269,978	269,978			3 - 199
Replace Unit 102 2008 John Deere Loader 544J	L	23.5	Highway	4	252,140	252,140									252,140	252,140	252,140			3 - 199
Replace Unit 107 2008 Camoplast Sidewalk Plow Tractor	X	23.5	Highway	4	178,571	178,571									178,571	178,571	178,571			3 - 199
Replace Unit 108 2011 Trackless Tractor	X	23.5	Highway	4							197,985	197,985			197,985	197,985	197,985			3 - 199
Replace Unit 112 2011 Prinoth (Sidewalk Tractor)	L	23.5	Highway	4							245,967	245,967			245,967	245,967	245,967			3 - 199
Replace Unit 113 2008 Camoplast Sidewalk Plow Tractor	L	23.5	Highway	4			184,821	184,821							184,821	184,821	184,821			3 - 199
Replace Unit 121 2007 Vermac Utility Trailer (Electronic Message Board)	L	23.5	Highway	4					17,213						17,213					3 - 199
Replace Unit 122 2007 Vermac Utility Trailer (Electronic Message Board)	L	23.5	Highway	4					17,213						17,213					3 - 199
Replace Unit 181 2012 Elgin Pelican Sweeper	L	23.5	Highway	4	313,169										313,169					3 - 199
Replace Unit 259 2010 Hudson Trailer	L	23.5	Highway	4			3,354								3,354					3 - 199
Replace Unit 32 2012 Ford F350	CL	23.5	Highway	4					68,349	68,349					68,349	68,349	68,349			3 - 199
Replace Unit 39 2012 Ford F550 Dump Truck	L	23.5	Highway	4					73,233	73,233					73,233	73,233	73,233			3 - 199
Replace Unit 43 2012 Ford F350	CL	23.5	Highway	4					66,407	66,407					66,407	66,407	66,407			3 - 199
Replace Unit 57 2012 Ford F350	CL	23.5	Highway	4	63,804	63,804									63,804	63,804	63,804			3 - 199
Replace Unit 9 INTERNATIONAL 7400 Dump Truck	L	23.5	Highway	4									287,978	287,987	287,978	287,987	287,987			3 - 199
Replace Unit 186 2010 Gaint Leaf Vacuum Trailer	L	23.6	Parks	4					26,623	26,623					26,623	26,623	26,623			3 - 199
Replace Unit 254 2013 Bandit Brush Chipper	L	23.6	Parks	4							73,183	73,183			73,183	73,183	73,183			3 - 199
Replace Unit 256 2008 Utility Trailer (Chipper)	L	23.6	Parks	4	64,936	64,936									64,936	64,936	64,936			3 - 199
Replace Unit 350 2010 John Deere Loader	L	23.6	Parks	4					67,245	67,245					67,245	67,245	67,245			3 - 199
Replace Unit 38 2007 International 4300 Bucket Truck	L	23.6	Parks	4	274,434	274,434									274,434	274,434	274,434			3 - 199
Replace Unit 710 2008 Leaf Utility Trailer	C	23.6	Parks	4									8,077		8,077					3 - 199
Replace Unit 34 2001 Mack Tractor Trailer	L	23.7	Recycling & Solid Waste	4									182,172	182,172	182,172	182,172	182,172			3 - 199
Replace Unit 36 2014 Warren Utility Trailer (Open-Top Trailer)	L	23.7	Recycling & Solid Waste	4									79,281	79,281	79,281	79,281	79,281			3 - 199
Replace Unit 5 2011 International 7400 Dump Truck	L	23.7	Recycling & Solid Waste	4							247,365	247,365			247,365	247,365	247,365			3 - 199
Replace Unit 56 2010 Ford F150	C	23.7	Recycling & Solid Waste	4	50,332	50,332									50,332	50,332	50,332			3 - 199
Replace Unit 91 2000 CONSTRUCTION SCALP TRUCK	L	23.7	Recycling & Solid Waste	4					143,142	143,142					143,142	143,142	143,142			3 - 199
Replace Unit 404 2012 Ford E350 VAN (14 Passengers)	C	25	Community	4					93,575	93,575					93,575	93,575	93,575			3 - 199

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Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Replace Unit Bus 1 2017 Blue Bird 202 School Bus	C	80	Schools	4							90,264	90,264			90,264	90,264	90,264			3 - 199
Replace Unit Bus 14 2012 IC Mini School Bus	C	80	Schools	4	81,942	81,942									81,942	81,942	81,942			3 - 199
Replace Unit Bus 2 2017 Blue Bird 202 School Bus	C	80	Schools	4							90,264	90,264			90,264	90,264	90,264			3 - 199
Replace Unit Van 1 2011 Ford E150 Van	C	80	Schools	4	38,388	38,388									38,388	38,388	38,388			3 - 199
Replace Unit Van 10 2015 Toyota Sienna Van	C	80	Schools	4					50,483	50,483					50,483	50,483	50,483			3 - 199
Replace Unit Van 2 2011 Ford E150 Van	C	80	Schools	4	38,388	38,388									38,388	38,388	38,388			3 - 199
Replace Unit Van 7 2012 Ford E250 Van	C	80	Schools	4			48,776	48,776							48,776	48,776	48,776			3 - 199
Replace Unit Van 8 2013 Ford E250 Van	C	80	Schools	4			48,776	48,776							48,776	48,776	48,776			3 - 199
Replace Unit Van 9 2014 Toyota Sienna Van	C	80	Schools	4					50,483	50,483					50,483	50,483	50,483			3 - 199
TOTAL					15,552,349	10,554,752	19,412,919	8,910,941	93,142,424	7,557,234	119,708,454	6,034,338	7,993,819	6,510,351	255,809,965	39,567,616	30,142,056	3,773,060	5,652,500	

Free Cash	6,788,252	6,939,941	5,217,234	6,034,338	5,162,291	30,142,056
Other Reserves	2,500,000					2,500,000
Other Funds	119,500					119,500
Debt		670,000	1,755,000		1,348,060	3,773,060
CPA	1,147,000	1,301,000	585,000			3,033,000

Equipment & Technology	1	3,025,217	2,768,554	3,244,269	2,513,069	1,334,326	1,066,346	1,188,960	980,960	1,382,224	991,824	10,174,996	8,320,753	7,608,253		712,500
Buildings & Facilities	2	4,101,765	704,000	9,896,224	1,569,300	84,628,300	2,068,100	112,661,700	212,500	450,000	400,000	211,737,989	4,953,900	2,421,900	2,425,000	107,000
Infrastructure & Land	3	6,841,550	5,811,550	4,988,000	3,547,500	5,264,500	2,904,500	4,826,000	3,446,500	4,020,000	2,985,000	25,940,050	18,695,050	13,862,050		4,833,000
Fleet	4	1,583,817	1,270,648	1,284,426	1,281,072	1,915,298	1,518,288	1,031,794	1,394,378	2,141,595	2,133,527	7,956,930	7,597,913	6,249,853	1,348,060	
TOTAL		15,552,349	10,554,752	19,412,919	8,910,941	93,142,424	7,557,234	119,708,454	6,034,338	7,993,819	6,510,351	255,809,965	39,567,616	30,142,056	3,773,060	5,652,500

Sewer Enterprise

Sewer Main Replacements	P	200	Sewer	3			1,950,000	1,950,000			9,000,000				10,950,000	1,950,000	450,000	1,500,000		3 - 176
Sewer Pump Station Improvements	M	200	Sewer	3	630,000	630,000			345,000	345,000	3,370,500	3,370,500			4,345,500	4,345,500	1,845,500	2,500,000		3 - 178
Sewer System Infiltration & Inflow Removal	M	200	Sewer	3	1,600,000	1,600,000									1,600,000	1,600,000	800,000	800,000		3 - 180
Replace Unit 101 2010 Case Loader	L	200	Sewer	4			280,921	280,921							280,921	280,921	280,921			3 - 199
Replace Unit 103 2012 John Deere Backhoe	L	200	Sewer	4									149,723	149,723	149,723	149,723				3 - 199
Replace Unit 11 2013 Ford Explorer	C	200	Sewer	4							41,618	41,618			41,618	41,618	41,618			3 - 199
Replace Unit 168 2010 Gorman Utility Trailer	L	200	Sewer	4					35,199	35,199					35,199	35,199	35,199			3 - 199
Replace Unit 17 2012 Ford F550 Dump Truck	L	200	Sewer	4					73,233	73,233					73,233	73,233	73,233			3 - 199
Replace Unit 19 2010 International 7400 Dump Truck	L	200	Sewer	4					268,830	268,830					268,830	268,830	268,830			3 - 199
Replace Unit 23 2011 Ford F350 Utility Truck	C	200	Sewer	4			56,054	56,054							56,054	56,054	56,054			3 - 199
Replace Unit 29 2008 International 7400 Jet Vac Truck	L	200	Sewer	4	321,268										321,268					3 - 199
Replace Unit 35 1999 International 4900 6-Wheel Dump Truck (with Catch Basin Cleaner)	C	200	Sewer	4	201,487	201,487									201,487	201,487	201,487			3 - 199
Replace Unit 37 2010 International 7500 Vactor	L	200	Sewer	4			398,030								398,030					3 - 199
TOTAL					2,752,755	2,431,487	2,685,005	2,286,975	722,262	722,262	12,412,118	3,412,118	149,723	149,723	18,721,863	9,002,565	4,202,565	4,800,000		

Five Year Capital Improvement Plan
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Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Cash						800,000									18,721,863	800,000				
Reserves						831,487		786,975		722,262		912,118		149,723		3,402,565				
Debt						800,000		1,500,000				2,500,000				4,800,000				

Equipment & Technology				1																
Buildings & Facilities				2																
Infrastructure & Land				3	2,230,000	2,230,000	1,950,000	1,950,000	345,000	345,000	12,370,500	3,370,500			16,895,500	7,895,500	3,095,500	4,800,000		
Fleet				4	522,755	201,487	735,005	336,975	377,262	377,262	41,618	41,618	149,723	149,723	1,826,363	1,107,065	1,107,065			
TOTAL					2,752,755	2,431,487	2,685,005	2,286,975	722,262	722,262	12,412,118	3,412,118	149,723	149,723	18,721,863	9,002,565	4,202,565	4,800,000		

Water Enterprise

Charles River Water Treatment Plant HVAC Upgrades	I	300	Water	3																3 - 185
Fire Flow Improvements	I	300	Water	3			540,000	540,000	2,400,000	2,400,000					2,940,000	2,940,000	940,000	2,000,000		3 - 187
Water Distribution Study	IQB	300	Water	3									230,000	222,000	230,000	222,000	222,000			3 - 189
Water Distribution System Improvements	M	300	Water	3	4,791,500	4,791,500	372,000	372,000	405,000	405,000	105,000	105,000	475,000	475,000	6,148,500	6,148,500	1,648,500	4,500,000		3 - 191
Water Service Connections	R	300	Water	3					200,000	200,000	200,000	200,000	200,000	200,000	600,000	600,000	600,000			3 - 195
Water Supply Development	M	300	Water	3			433,000				1,260,000				1,693,000					3 - 196
Replace Unit 151 2008 Utility Trailer Ingersoll Rand Air Compressor	C	300	Water	4							16,580				16,580					3 - 199
Replace Unit 164 2008 Atlas Copco Trailer (Generator)	L	300	Water	4							37,056	37,056			37,056	37,056	37,056			3 - 199
Replace Unit 25 2012 Ford F450 Utility Truck	L	300	Water	4					96,907	96,907					96,907	96,907	96,907			3 - 199
Replace Unit 260 2009 Felling Utility Trailer (Roller)	L	300	Water	4									29,672	29,672	29,672	29,672	29,672			3 - 199
Replace Unit 261 2010 Hudson Trailer HD10	L	300	Water	4									5,121		5,121					3 - 199
Replace Unit 30 2012 Ford F550 Dump Truck	L	300	Water	4					136,811	78,449					136,811	78,449	78,449			3 - 199
Replace Unit 31 2011 Ford F150	C	300	Water	4			44,118	44,118							44,118	44,118	44,118			3 - 199
Replace Unit 324 2006 Construction Utility Trailer (Excavation Equipment)	L	300	Water	4			7,854								7,854					3 - 199
Replace Unit 40 Ford F350	C	300	Water	4				68,349	68,349						68,349	68,349	68,349			3 - 199
TOTAL					4,791,500	4,791,500	1,396,972	1,024,467	3,307,067	3,180,356	1,618,636	342,056	939,793	926,672	12,053,968	10,265,051	3,765,051	6,500,000		

Cash															12,053,968	0				
Reserves						291,500		1,024,467		1,180,356		342,056		926,672		3,765,051				
Debt						4,500,000				2,000,000						6,500,000				

Equipment & Technology				1																
Buildings & Facilities				2																
Infrastructure & Land				3	4,791,500	4,791,500	1,345,000	912,000	3,005,000	3,005,000	1,565,000	305,000	905,000	897,000	11,611,500	9,910,500	3,410,500	6,500,000		
Fleet				4			51,972	112,467	302,067	175,356	53,636	37,056	34,793	29,672	442,468	354,551	354,551			
TOTAL					4,791,500	4,791,500	1,396,972	1,024,467	3,307,067	3,180,356	1,618,636	342,056	939,793	926,672	12,053,968	10,265,051	3,765,051	6,500,000		

Grand Total					23,096,604	17,777,739	23,494,896	12,222,383	97,171,753	11,459,852	133,739,208	9,788,512	9,083,335	7,586,746	286,585,796	58,835,232	38,109,672	15,073,060	5,652,500	
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Cash						12,477,739		10,052,383		7,704,852		7,288,512		6,238,686		43,762,172				
Debt						5,300,000		2,170,000		3,755,000		2,500,000		1,348,060		15,073,060				

Equipment & Technology				1	3,025,217	2,768,554	3,244,269	2,513,069	1,334,326	1,066,346	1,188,960	980,960	1,382,224	991,824	10,174,996	8,320,753	7,608,253		712,500	
Buildings & Facilities				2	4,101,765	704,000	9,896,224	1,569,300	84,628,300	2,068,100	112,661,700	212,500	450,000	400,000	211,737,989	4,953,900	2,421,900	2,425,000	107,000	
Infrastructure & Land				3	13,863,050	12,833,050	8,283,000	6,409,500	8,614,500	6,254,500	18,761,500	7,122,000	4,925,000	3,882,000	54,447,050	36,501,050	20,368,050	11,300,000	4,833,000	
Fleet				4	2,106,572	1,472,135	2,071,403	1,730,514	2,594,627	2,070,906	1,127,048	1,473,052	2,326,111	2,312,922	10,225,761	9,059,529	7,711,469	1,348,060		
TOTAL					23,096,604	17,777,739	23,494,896	12,222,383	97,171,753	11,459,852	133,739,208	9,788,512	9,083,335	7,586,746	286,585,796	58,835,232	38,109,672	15,073,060	5,652,500	

Five Year Capital Improvement Plan
Preliminary Tier One Recommendations
FY2020 - FY2024

Title	Code*	Dept	Function	Cat*	FY2020 Department Request	FY2020 Recommended Tier 1	FY2021 Department Request	FY2021 Recommended Tier 1	FY2022 Department Request	FY2022 Recommended Tier 1	FY2023 Department Request	FY2023 Recommended Tier 1	FY2024 Department Request	FY2024 Recommended Tier 1	FY2020 - FY2024 Requests	Five Year Tier One	Cash	Debt	Other	Page
Codes					Cat (Category)															
B = Funding may be considered under the operating budget/special warrant article					1 = Equipment or Technology															
C = Core Fleet					2 = Building or Facility															
D = Recommendation is deferred or on hold pending other actions					3 = Infrastructure or Land Improvements															
E = Emergency approval					4 = Fleet															
F = Funded appropriation outside the capital plan																				
G = Request may not qualify as capital submission																				
L = Specialized Fleet Equipment																				
I = Project submission is incomplete or waiting additional information																				
M = Submission has been modified from previous submission																				
N = New submission with this CIP																				
P = Project request has appeared in previous CIP's																				
Q = Request does not qualify as a capital submission																				
R = Request is a regularly occurring capital expense																				
S = No recommendation; under study																				
U = Urgent request based on identified conditions																				
Pink highlighted amounts indicate that all or a portion of the funding recommendation may be funded by debt.																				



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 12/04/2018

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
<i>Board members will report on the progress and / or activities of their Committee assignments.</i>	
2.	VOTE REQUIRED BY BOARD OF SELECTMEN
3.	BACK UP INFORMATION ATTACHED
(Describe backup below)	
None	

Town of Needham
Water Sewer Billing System
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

TO: TOWN TREASURER AND COLLECTOR
cc: TOWN ACCOUNTANT, WATER AND SEWER SUPERINTENDENT

WHEREAS the appropriate divisions of the Department of Public Works have submitted to you the following commitment(s) on the dates listed below for the collection of water, sewer revenue and

WHEREAS certain inadvertent error(s) were made in said commitment(s), it is hereby requested that you abate these particular account(s) in the amount(s) stated below.

Water Sales:	\$0.00
Water Irrigation:	-\$45.40
Water Admin Fees	\$0.00
Sewer Sales:	\$0.00
Transfer Station Charges:	\$0.00

Total Abatement: -\$45.40

Order #: 1265

Read and Approved:


Assistant Director of Public Works


Director of Public Works

For the Board of Selectmen

12/4/18

**Town of Needham
Water Sewer Billing System
Adjustment Form**

Prepared By:		Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
DB	Pini		Steven	43275	4308	76	Stevens Road	-\$45.40	\$0.00	\$0.00	-\$45.40	ACC	N
Total:											-\$45.40		

ALSO, LET THIS SERVE AS AUTHORIZATION TO ABATE ANY PENALTY OR INTEREST WHICH HAS ACCRUED DUE TO THE NON-PAYMENT OF AMOUNTS AS STATED ABOVE.

Legend:
O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.
TWN = Town Project caused damage to private property
EC = Extenuating Circumstances
Equip = Equipment Malfunction
UEW = Unexplained water loss
ACC = Accidental Water Loss
BP = Billing Period beyond 100 days
COA - Council on Aging



**Town of Needham
Town Hall
1471 Highland
Avenue
Needham, MA 02492**


Property Tax Relief Fund
Eligibility Requirements

The Property Tax Relief fund was established to provide taxation assistance for elderly or disabled citizens who are homeowners with limited income and assets. Assistance grants will be prioritized based on financial need and available funds. Eligibility criteria are as follows:

- Elderly is defined as a person who is at least 60 years old on or before the July 1 starting date of the fiscal year for which the application is made.
- Disabled is defined as a person who has been determined to be incapacitated from working by a recognized source such as Social Security, the U.S. Military, workers' compensation, or a retirement board.
- An applicant must be the titled owner of the property or hold a life estate in the property. If title is held by a trust, the applicant must be both a trustee and a 50% beneficiary of the trust in order to qualify. These conditions apply to both elderly and disabled applicants.
- Applicants must have resided in the town and must have occupied the taxed property for at least five complete calendar years prior to the aid grant submission deadline.
- Gross Income from all sources includes:
Wages, salaries, bonuses, public and private pensions, retirement income, social security, alimony, child support, interest and dividend income, net income from business, public assistance, disability, unemployment insurance, regular compensation and/or gifts from parties outside the household. Gross income may not exceed:
 - Single person - \$55,000
 - Couple - \$67,000
- Assets, which include stocks, bonds, CDs, IRAs, Annuities, and any tangible liquid asset, will be considered in determining both eligibility and aid amount.
- Extraordinary circumstances (e.g. an unusual expense burden such as a medical emergency) will be considered in the Taxpayer Assistance Committee's deliberations and decision process. This information will provide the Committee with flexibility to address unforeseen situations.

Application forms will be available by March 4th in the Assessor's Office at Town Hall as well as at the Center at the Heights (Senior Center), or can be downloaded from the Town of Needham website. Completed applications with all back-up financial information for 2019 must be filed with the Town Assessor's office no later than Friday, April 5, 2019. If you have any questions please contact either the Town Treasurer at 781-455-7500 ext. 208 or the Assessor's office at 781-455-7500 ext. 238.

**ONE DAY SPECIAL LICENSE
TOWN OF NEEDHAM BOARD OF SELECTMEN
EVENT INFORMATION SHEET**
(Please complete and attach event flyer or other information.)

Event Manager Name (Name that will appear on license)	Artie Crocker		
Event Manager Address	17 Fairlawn St.		
Event Manager Phone Number	781-444-7020		
Organization Representing (if applicable)	New Years Needham		
Is the organization (if applicable) you are representing non-profit? If so, please attach proof of non-profit status.	<input checked="" type="checkbox"/> Non-profit	<input type="checkbox"/> For profit	
	<input type="checkbox"/> Proof of non-profit status is attached Form of Proof: _____		
Name of Event	New Years Needham		
Date of Event	12/31/18		
License is for Sale of:			
<input type="checkbox"/> Wines & Malt Beverages Only			
<input checked="" type="checkbox"/> All Alcoholic Beverages (for non-profit groups only)			
Requested Time for Liquor License	FROM:	TO: 12:30 AM	
	9:20pm		
Are tickets being sold in advance for this event?	<input checked="" type="checkbox"/> YES	\$30 /per ticket	<input type="checkbox"/> NO
Is there an admission fee for this event?	<input checked="" type="checkbox"/> YES	\$30 /per ticket	<input type="checkbox"/> NO
Are you using dues collected to purchase alcohol for this event?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
How many people are you expecting at this event?	240		
Name & address of event location. Please attach proof of permission to use this facility.			
1471 Highland Ave Needham			
Who will be serving the alcohol to your guests?			
Bar Tending Service			
Bartenders and/or servers of alcohol, beer and/or wine must have completed in the past three years an appropriate Massachusetts alcoholic beverages server-training program. Please state below who will be serving alcohol, beer and/or wine and attach proof of their training (certificate).			
Tip Certificates to be provided			
Please use the space below to describe the manner in which alcohol will be served to your guests. (For example, will guests be served alcohol or will they need to purchase it from the bar?) Please attach floorplan (can be hand drawn) of the event facility with liquor delivery plan.			
Purchase at temporary bar			
<input checked="" type="checkbox"/> I understand that the alcohol purchased for this event must be purchased from a licensed wholesaler/importer, manufacturer, farmer-winery, farmer-brewery or special permit holder and that I have received a current list of wholesalers. (A person holding a Section 14 license cannot purchase alcoholic beverages from a package store. (MGL Ch. 138, Sec 14, 23; 204 CMR 7.04))			
Event Manager Signature:			Date:
			11/28/18

Employment Contract

Whereas, Massachusetts General Laws, Chapter 41, §108O, authorizes the Town Manager to establish an Employment Contract providing for the salary, fringe benefits, and other conditions of employment for the Chief of Police; and

Whereas the Town Manager and the Chief of Police desire to enter into such a Contract;

Now Therefore, the parties agree to the following:

Section 1 Conflict with Existing Law

- 1.1 Civil Service In the event of conflicting provisions between the Employment Contract and M.G.L. c. 31, the provisions of M.G.L. c. 31 (Civil Service) will prevail. It is agreed that the Chief of Police will retain his Civil Service status during the term of his employment with the Town of Needham.
- 1.2 M.G.L. chapter 41 §97A Unless and until the Town votes otherwise, the Chief of Police is guided by the provisions of M.G.L. chapter 41 §97A.
- 1.3 Personnel Policy The terms of the Employment Contract shall prevail over any conflicting provisions of any personnel policy promulgated by the Town. Personnel Policies not in conflict with this Contract shall continue to apply to the Chief of Police.

Section 2 Hours of Work

The Chief of Police will devote full time and attention to the business of the Town. The Chief of Police agrees to devote that amount of time and energy, which is reasonably necessary to faithfully perform the duties of Chief of Police under this contract. It is recognized that the Chief of Police must devote a great deal of time outside the normal office hours to the business of the Town, and, to that end, the Chief of Police shall be allowed to adjust his work schedule as he shall deem appropriate during said normal office hours and at such time when the Chief reasonably determines such work schedule will have the least impact on departmental operations.

Section 3 Compensation

- 3.1 Base Salary The Chief of Police is not subject to the classification and compensation provisions of the Town and his base salary shall be governed by this agreement. The base salary shall be considered to be all-inclusive and no other additional payments will be made with the exception of Educational Incentive Pay as provided under section 3.2.

Effective December 1, 2018, the base salary shall be \$152,205. Salary increases for FY2020 (12/1/19) and FY2021 (12/1/2020) will be based on the performance evaluation process consistent with other management level employees.

- 3.2 Educational Incentive The Chief of Police shall be entitled to educational career incentive

in accordance with M.G.L. c. 41 §108L. This amount shall be in addition to base pay as defined in Section 3.1. In the event that M.G.L. c. 41 §108L is repealed or amended, the Chief of Police shall continue to be entitled to the educational career incentive in effect as of July 1, 2009 (25% of base pay).

- 3.3 Performance Review The Chief of Police shall have his performance reviewed by the Town Manager. At that time, accomplishments from the prior year will be identified and objectives for the coming years will be established.
- 3.4 Death During Employment If the Chief of Police dies during the term of this Agreement, the Town shall pay to the Chief's estate all the compensation which would otherwise be payable to the Chief of Police up to the date of his death, including, but not limited to, payment for any unused vacation and personal days, and non-occupational sick leave buy-back in accordance with Section 4.6 of this Agreement. Such payment will be made payable to the deceased's estate or beneficiaries in accordance with IRS regulations.
- 3.5 Clothing/Uniforms The Town shall budget \$1,000 per fiscal year for the purchase or replacement of uniform items or other work-related attire for the Chief of Police. The clothing/uniform funding shall not be used for the purchase of civilian attire.
- 3.7 Employer Contribution to 401(a) Plan Deferred Compensation Plan the Town will make an annual payment of 2% of total pay (base pay and education incentive) to the 401A deferred compensation plan offered by the Town and elected by the Chief of Police.

Section 4 **Leave Benefits**

- 4.1 Leave Without Pay The Chief of Police shall be entitled to leave without pay as necessary in accordance with the provisions of the Unpaid Leave of Absence Policy, #305, dated July 1, 2000, as amended.
- 4.2 Civic Duty Leave The Chief of Police shall be entitled to Civic Duty Leave, as necessary, in accordance with the provisions of the Civic Duty Leave Policy, #301. It is understood that in the event that the Chief of Police must appear in Court on behalf of the Town of Needham, such appearance shall be considered regular work time.
- 4.3 Bereavement Leave The Chief of Police shall be entitled to Bereavement Leave, as necessary, in accordance with the provisions of the Bereavement Leave Policy, #304.
- 4.4 Personal Leave The Chief of Police shall be entitled to Personal Leave in accordance with the provisions of the Personal Leave Policy, #316.
- 4.5 Injury on Duty The Chief of Police shall be entitled to Injury on Duty pay and benefits in accordance with the Police Chief Injury on Duty Policy, #417.
- 4.6 Non-Occupational Sick Leave The Chief of Police shall be entitled to and bound by all sick leave provisions, including accrual, use, extended sick leave, medical verification, and fitness for duty, contained in the Non-occupational Sick Leave policy, #303. In the event that the Chief of Police terminates employment with the Town by retirement, disability, or death,

he shall be entitled to a cash payment upon termination at his current rate of pay for twenty-five percent (25%) of his non-occupational sick leave bank; however, the Chief of Police may participate in any "buy-out" plan approved by the Town Manager and Board of Selectmen for other department managers.

- 4.7 Vacation The Chief of Police shall receive vacation benefits in accordance with the Vacation Policy (#310). It is agreed that the accrual provisions of the Vacation Policy shall be amended in recognition of the "Holyoke Decision" and that the Chief of Police shall accrue 28 days of vacation per fiscal year. The Chief of Police shall be entitled to 28 days (224 hours) of vacation leave effective January 1, 2016, and shall begin accruing leave at the rate of 18.66 hours per month thereafter. The Chief of Police shall be bound by the maximum accrual cap provisions of the Vacation Policy of his allotment (28 days) plus ten days, or a total of 38 days.
- 4.8 Holidays The Chief of Police shall receive time off on each recognized holiday in accordance with the Holiday Leave and Holiday Pay Policy, #314.

Section 5

Benefits

- 5.1 Professional Development The Chief of Police will be encouraged to take advantage of the latest developments in the field of public safety and policing. The Chief of Police will be allowed to maintain membership and hold office in the Massachusetts Chiefs of Police Association, the International Association of Chiefs of Police, and the New England Chiefs of Police Association. The annual dues in these Associations, and other professional organizations, as well as the expenses related to conferences and meetings shall be considered as normal business expenses to be proposed in the Department budget and charged to the Town. In this regard the Town agrees, subject to appropriation by Town Meeting, to budget appropriate and reasonable finances for travel and expenses related to the attendance of the Chief of Police at the annual conference of the International Association of Chiefs of Police, the New England Chiefs of Police Association and short courses, institutes and seminars that in his reasonable judgment, are necessary for his professional development. Such time spent in the foregoing activities shall be considered as time worked; however, the Chief of Police recognizes that his primary responsibility is to the Town of Needham Police Department. Attendance at professional development activities will be limited and/or scheduled in such a manner that they do not impact in an adverse manner upon the Chief's professional responsibilities. In this regard, the Chief shall be subject to the provisions of the Membership in Professional Associations Policy, (#405), dated December 13, 2000, and the Travel Expense Reimbursement Policy (#510), dated July 11, 2008.
- 5.2 Membership in the Retirement System The Town of Needham agrees that the Chief of Police shall be entitled to continue as a member of the Town of Needham Contributory Retirement System (in accordance with the provisions of M.G.L. c. 32) under the same terms and conditions in effect on the effective date of this Agreement, or as these provisions may be hereafter amended. Upon retirement, the Chief of Police shall be entitled to all benefits available to other retired employees of the Town of Needham.
- 5.3 Automobile Use The Town shall provide a police vehicle for use by the Chief of Police and pay for all attendant operating and maintenance expenses and insurance. Said vehicle is

to be used exclusively by the Chief of Police in connection with the performance of his duties as Chief of Police and for his professional growth and development. Since the Chief is on-call in the event of emergency, he may use the vehicle for personal reasons. All use of the vehicle is restricted to travel in New England and New York, unless approved in advance by the Town Manager. The Chief of Police is subject to the other aspects of the Town's Vehicle Use Policy (#509), dated March 10, 1997, as amended, which are not in conflict with this section.

- 5.4 **Indemnification** The Town of Needham shall defend, save harmless, and indemnify the Chief of Police against any tort, professional liability claim, or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of his duties as Chief of Police provided that the Chief of Police acted within the scope of his official duties. The Town may compromise and settle any such claim or suit and will pay the amount of any settlement or judgment rendered thereon without recourse to the Chief of Police. Under such circumstances, the Town of Needham shall select the attorney. This Section shall survive any termination of this Agreement.
- 5.5 **Other Benefits** The Police Chief, with approval in advance from the Town Manager, may accept other Police service related assignments (e.g., teaching at the Police Academy) only to the extent that they do not interfere with the performance of his duties with the Needham Police Department.

Section 6

Drug and Alcohol Testing

The Chief of Police shall be subject to drug and alcohol testing requirements similar to those in place for other sworn police officers in the Department.

Section 7

Removal, Suspension, Retirement and Resignation

- 7.1 The Chief of Police may only be removed from office or suspended from his position in accordance with M.G.L. c. 31, Section 41.
- 7.2 Nothing in this Agreement shall preclude the Chief of Police from retiring or resigning during the period of this contract. However, the Town reserves the right to limit vacation use in the event that the Chief of Police retires or resigns prior to the expiration of this Agreement. If the Chief of Police resigns or retires voluntarily before the expiration of this contract, he agrees to give 30 days written notice in advance, unless there is an agreement in writing between the Chief of Police and the Town Manager to the contrary. The 30 days written notice provision shall not apply if the Chief of Police retires as the result of changes to law or regulation that would materially affect his pension.

Section 8

Duties of Position

The duties of the position of Chief of Police shall be those listed on the attached job description dated 5/05.

Section 9
Effect of Agreement

- 9.1 The Agreement shall take effect as of December 1, 2018, and shall continue in full force and effect through November 30, 2021.
- 9.2 This contract represents the entire agreement between the parties relating to the wages and benefits of the Chief of Police.
- 9.3 Any changes, amendments, and/or modifications to this Agreement shall be in writing and shall be executed by both parties.
- 9.4 Law Governing This Contract shall be construed and governed by the Laws of the Commonwealth of Massachusetts.
- 9.5 Severability of Provisions If any clause of this contract shall be determined to be illegal by a court of competent jurisdiction, the remainder of this contract shall not be affected thereby, and the parties agree to meet and discuss appropriate substitute provision.

Town of Needham

Town Manager/date

Chief of Police

 12/4/18

John J. Schlittler/date

Chairman, Board of Selectmen/date